

Bank reconciliation – pro forma

This reconciliation should include all bank and building society accounts, including short term investment accounts. It is the column headed "Year ending 31 March 20xx" in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are on a receipts and payments basis. Please complete the highlighted boxes, remembering that un-presented cheques should be entered as negative figures.

Name of smaller authority:

Brinton and Sharrington Parish Council

County area (local councils and parish meetings only):

Norfolk

Financial year ending 31 March 20xx

Prepared by (Name and Role):

Linda Jennings Clerf/RFO

Date:

02/05/2025

Balance per bank statements as at 31/3/25:

£

£

account 1

4,388.0

account 2

account 3

account 4

[add more accounts if necessary]

account 5

account 6

account 7

account 8

4,388.0

Petty cash float (if applicable)

-

Less: any un-presented cheques as at 31/3/25 (enter these as negative numbers)

item 1

(250.00)

item 2

(80.00)

item 3

(102.59)

item 4

(42.00)

[add more lines if necessary]

item 5

item 6

item 7

item 8

(474.59)

Add: any un-banked cash as at 31/3/xx

Net balances as at 31/3/25 (Box 8)

3,913.4