

## Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree to Box 8 in 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 prepared 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:

County area (local councils and parish meetings only):

### Financial year ending 31 March 2023

Prepared by (Name and Role):

Date: 31/03/2023

	£	£
<b>Balance per bank statements as at 31/3/23:</b>		
Barclays current account	<u>2,411.22</u>	2,411.22
Petty cash float (if applicable)		-
Less: any un-presented cheques as at 31/3/23 ( <b>enter these as negative numbers</b> )		
	<hr/>	-
Add: any un-banked cash as at 31/3/23		
	<hr/>	-
<b>Net balances as at 31/3/23 (Box 8)</b>		<u><u>2,411</u></u>

### CASH BOOK

Opening Balance 1 April 2022		4,817.42
Less Payments		6,483.27
Plus Receipts		5,352.95
Less Payments relating to 2021/22	Paid in 2022/23	1,275.88
Balance at 31/3/2022		2,411 Box 8