

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: **Swinderby Parish Council**

County area (local councils and parish meetings only): **Lincolnshire**

Financial year ending 31 March 20xx

Prepared by (Name and Role): **Sue Aikman Clerk/RFO**

Date: **24 04 23**

		£	£
Balance per bank statements as at 31/3/23:			
	Unity Trust	27,299.84	
	account 2		
	account 3		
	account 4		
[add more accounts if necessary]	account 5		
	account 6		
	account 7		
	account 8		
			27,299.84
Petty cash float (if applicable)			-
Less: any un-presented cheques as at 31/3/xx (enter these as negative numbers)			
online payment - Glendale	98	(375.92)	
	item 2		
	item 3		
	item 4		
[add more lines if necessary]	item 5		
	item 6		
	item 7		
	item 8		
			(375.92)
Add: any un-banked cash as at 31/3/xx			
			-
Net balances as at 31/3/23 (Box 8)			<u>26,923.92</u>