

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree with 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 credit and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative numbers.

Name of smaller authority: Swinderby Parish Council

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

Financial year ending 31 March 2024

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

Date: 20 04 24

	£	£
Balance per bank statements as at 31/3/24:		
Unity Trust	19,066.66	
account 2		
account 3		
account 4		
[add more accounts if necessary] account 5		
account 6		
account 7		
account 8		19,066.66
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/24 (enter these as negative numbers)		
94	-£ 953.97	
95	-£ 32.53	
96	-£ 69.56	
[add more lines if necessary] item 4		
item 5		
item 6		
item 7		
item 8		(1,056.06)
Add: any un-banked cash as at 31/3/24		
		-
Net balances as at 31/3/24 (Box 8)		18,010.60