

## 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: Doddington Parish Council

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

### Financial year ending 31 March 20xx

Prepared by (Name and Role): Wendy Licence

Date: 20/03/2023

		£	£
<b>Balance per bank statements as at 31/3/23:</b>			
current account	account 1	50.0	
business reserve	account 2	11,686.0	
	account 3		
	account 4		
[add more accounts if necessary]	account 5		
	account 6		
	account 7		
	account 8		
		<hr/>	11,736.0
Petty cash float (if applicable)			-
Less: any unpresented cheques as at 31/3/23 (enter these as negative numbers)			
	1292 item 1	(8.00)	
	1323 item 2	(1.00)	
	item 3		
	item 4		
[add more lines if necessary]	item 5		
	item 6		
	item 7		
	item 8		
		<hr/>	(9.00)
Add: any un-banked cash as at 31/3/xx			
		<hr/>	-
<b>Net balances as at 31/3/23 (Box 8)</b>			<b><u><u>11,727.0</u></u></b>