

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 unpresented cheques should be entered as negative figures.

Name of smaller authority: WENHASTON WITH MELLS PARISH COUNCIL

County area (local councils and parish meetings only):

Financial year ending 31 March 20xx

Prepared by (Name and Role): RICHARD DAY CLERK/RFO

Date: 01/06/2023

	£	£
Balance per bank statements as at 31/3/xx:		
CURRENT ACCOUNT	49,725.0	
DEPOSIT ACCOUNT	3,147.0	
account 3		
account 4		
account 5		
account 6		
account 7		
account 8		
[add more accounts if necessary]		
	52,872.0	
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/xx (enter these as negative numbers)		
471	(82.80)	
474	(539.80)	
476	(556.80)	
item 4		
item 5		
item 6		
item 7		
item 8		
[add more lines if necessary]		
	(1,179.40)	
Add: any un-banked cash as at 31/3/xx		
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