

## Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It 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 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:

Hunington Parish Council

County area (local councils and parish meetings only):

Hunington

### Financial year ending 31 March 20xx

Prepared by (Name and Role):

Ruth Mullett - Clerk/RFO

Date: 31/03/25

	£	£
<b>Balance per bank statements as at 31/3/25</b>		
account 1	963.5	
account 2		
account 3		
account 4		
[add more accounts if necessary]		
account 5		
account 6		
account 7		
account 8		
		963.5
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/25 (enter these as negative numbers)		
item 1		
item 2		
item 3		
item 4		
[add more lines if necessary]		
item 5		
item 6		
item 7		
item 8		
		-
Add: any un-banked cash as at 31/3/25		
		-
<b>Net balances as at 31/3/25 (Box 8)</b>		<b>963.5</b>