

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: **Grindleton Parish Council**

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

Financial year ending 31 March 2024

Prepared by (Name and Role): **Andrew Glover, Clerk**

Date: **xx/xx/xxx**

	£	£
Balance per bank statements as at 31/3/xx:		
Current account	4,262.0	
High interest account	20,689.0	
[add more accounts if necessary]		
		24,951.0
Petty cash float (if applicable)	n/a	-
Less: any unpresented cheques as at 31/3/24 (enter these as negative numbers)		
[add more lines if necessary]		
	0.00	
Add: any un-banked cash as at 31/3/24		-
		-
Net balances as at 31/3/xx (Box 8)		####