

Bank reconciliation – pro forma

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

Name of smaller authority:

Ardleigh Parish Council

County area (local councils and parish meetings only):

Essex

Financial year ending 31 March 20xx

Prepared by (Name and Role):

Rachel Fletcher Clerk and RFO

Date:

08/04/2025

		£	£
Balance per bank statements as at 31/3/2025:			
	x3423	2,468.07	
	x7650	72,963.43	
	x7650	50,715.19	
[add more accounts if necessary]			
			126,146.7
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			-
Net balances as at 31/3/25 (Box 8)			126,146.7