

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: **HOPESAY PARISH COUNCIL**

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

Financial year ending 31 March 2024

Prepared by (Name and Role): **Mrs Meg Gwilliam, Clerk and Responsible Financial Officer**

Date: **15/04/2024**

		£	£
Balance per bank statements as at 31/3/24			
Current Account	account 1	16,619.5	
	account 2		
	account 3		
	account 4		
[add more accounts if necessary]	account 5		
	account 6		
	account 7		
	account 8		
			16,619.5
Petty cash float (if applicable)			-
Less: any unpresented cheques as at 31/3/24 (enter these as negative numbers)			
	item 1	(115.60)	
	item 2	(291.60)	
	item 3	(135.00)	
	item 4	(19.00)	
[add more lines if necessary]	item 5		
	item 6		
	item 7		
	item 8		
			(561.20)
Add: any un-banked cash as at 31/3/24			
			-
Net balances as at 31/3/24 (Box 8)			<u>16,058.3</u>