

## 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 "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 complete the highlighted boxes, remembering that un-presented cheques should be entered as negative figures.

Name of smaller authority: The Grouped Parish Council of Seavington St Mary and Seavington St Michael

County area (local councils and parish meetings only): Somerset

### Financial year ending 31 March 20xx

Prepared by (Name and Role): Sue Doble - Clerk/RFO

Date: 11/07/2024

	£	£
<b>Balance per bank statements as at 31/3/xx:</b>		
Treasurers Account	£ 465.21	
Savings Account	£ 18,997.29	
account 3		
account 4		
[add more accounts if necessary] account 5		
account 6		
account 7		
account 8		
	£	19,462.50
Petty cash float (if applicable)		-
Less: any un-presented cheques as at 31/3/xx <b>(enter these as negative numbers)</b>		
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/xx		
<b>Net balances as at 31/3/xx (Box 8)</b>		<b>19,462.5</b>