

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** column headed “Year ending 31 March 20xx” in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are receipts and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered in figures.

Name of smaller authority: **GUNTHWAITE AND INGBIRCHWORTH PARISH COUNCIL**

County area (local councils and parish meetings only):

Financial year ending 31 March 20xx

Prepared by (Name and Role): **AMANDA MURPHY - CLERK AND RFO**

Date: **01/04/2025**

| | £ | £ |
|--|-----------------|-------------------------------|
| Balance per bank statements as at 31/3/25: | | |
| CURRENT ACCOUNT account 1 | 3,897.76 | |
| RESERVE ACCOUNT account 2 | <u>8,257.11</u> | 12,154.9 |
| Petty cash float (if applicable) | | - |
| N/A | | |
| Less: any unpresented cheques as at 31/3/25 (enter these as negative numbers) | | |
| Reimbursement L Torpey (sign fixings) #761 | -29.48 | |
| D. Berry Chairmans allowance (Jul-Sept 202) #771 | -13.00 | |
| Insulation rolls for Council's storage container | | |
| Debit card payment 31/03 | <u>-51.98</u> | (94.46) |
| Add: any un-banked cash as at 31/3/25 | | |
| N/A | | |
| | | - |
| Net balances as at 31/3/25 (Box 8) | | <u><u>12,060.4</u></u> |