

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** appear 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 credit and payments basis. Please complete the highlighted boxes, remembering that un-presented cheques should be entered as negative numbers.

Name of smaller authority: **LANGTOFT PARISH COUNCIL**

County area (local councils and parish meetings only):

Financial year ending 31 March 2024

Prepared by (Name and Role): **SARAH GRETTY**

Date: **03/04/2024**

		£	£
Balance per bank statements as at 31/3/24:			
	20322470	4,211.22	
	20322483	17,473.53	
	account 3		
	account 4		
[add more accounts if necessary]	account 5		
	account 6		
	account 7		
	account 8		
			21,684.8
Petty cash float (if applicable) -			
Less: any un-presented cheques as at 31/3/24 (enter these as negative numbers)			
	item 1	(24.00)	
	item 2	(6.00)	
	item 3	(6.60)	
	item 4	(73.95)	
[add more lines if necessary]	item 5	(15.69)	
	item 6	(123.00)	
	item 7		
	item 8		
			(249.24)
Add: any un-banked cash as at 31/3/24			
	Grantscape	1,705.0	
			1,705.0
Net balances as at 31/3/24 (Box 8)			<u>23,140.51</u>