

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 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 receipts and payments basis. Please complete the highlighted boxes, remembering that unrepresented cheques should be entered as negative figures.

Name of smaller authority: Kempsford Parish Council

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

Financial year ending 31 March 2024

Prepared by (Name and Role): Teresa Griffin, Clerk & RFO

Date: 09/04/2024

	£	£
Balance per bank statements as at 31/3/xx:		
01148727 Treasurers a/c	4,930.17	
00881994 Bus Call a/c	63,116.70	
account 3		
account 4		
[add more accounts if necessary] account 5		
account 6		
account 7		
account 8		
	68,046.87	
Petty cash float (if applicable)		0.00
Less: any unrepresented cheques as at 31/3/24 (enter these as negative numbers)		
002404	(250.00)	
002412	(2,400.00)	
002413	(33.75)	
002414	(35.33)	
[add more lines if necessary] 002415	(91.70)	
item 6		
item 7		
item 8		
	(2,810.78)	
Add: any un-banked cash as at 31/3/24		
	0.00	
Net balances as at 31/3/24 (Box 8)		65,236.09