

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 unpresented cheques should be entered as negative figures.

Name of smaller authority: Bishopstone Parish Council

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

Financial year ending 31 March 2023

Prepared by (Name and Role): Mike Ash Clerk/RFO

Date: 25/04/2023

	£	£
Balance per bank statements as at 31/3/xx:		
Current Account	7,450.5	
Deposit Account	13,258.2	
		20,708.7

Bank reconciliation – example

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Name of smaller authority: **Bishopstone Parish Council**

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

Financial year ending 31 March 20xx

Prepared by (Name and Role): **Mike Ash Clerk/RFO**

Date: **25/04/2023**

	£	£
Balance per bank statements as at 31/3/23:		
Current Account	7,450.46	
Deposit Account	13,258.21	

20,708.67

Net balances as at 31/3/xx (Box 8)

20,708.67