

Bank reconciliation – pro forma

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

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

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

Financial year ending 31 March 2025

Prepared by (Name and Role): **M Hinde - Clerk and Responsible Finance Officer**

Date: **31.03.25**

| | £ | £ |
|---|---------|-----------------------|
| Balance per bank statements as at 31/3/25: | | |
| 01042577 | 6,902.0 | |
| account 2 | | |
| account 3 | | |
| account 4 | | |
| [add more accounts if necessary] | | |
| account 5 | | |
| account 6 | | |
| account 7 | | |
| account 8 | | |
| | | 6,902.0 |
| Petty cash float (if applicable) | | - |
| Less: any un-presented cheques as at 31/3/25 (enter these as negative numbers) | | |
| | | |
| | | - |
| Add: any un-banked cash as at 31/3/25 | | |
| | | |
| | | - |
| Net balances as at 31/3/25 (Box 8) | | <u>6,902.0</u> |