

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree 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 unpresented cheques should be entered as negative.

Name of smaller authority:

Sproatley Parish Council

County area (local councils and parish meetings only):

Financial year ending 31 March 2025

Prepared by (Name and Role):

Emma Mitchell - Clerk

Date:

| | £ | £ |
|---|-------------|------------------|
| Balance per bank statements as at 31/3/24: | | |
| Business Reserve Account | 8,416.00 | |
| Business Reserve Account | 1,842.37 | |
| Current Account | 10.00 | |
| | | 10,268.37 |
| Petty cash float (if applicable) | | - |
| Less: all payments as at 31/3/25 | (14,919.79) | (14,919.79) |
| Add: all receipts as at 31/3/25 | 14,716.39 | 14,716.39 |
| Net balances as at 31/3/25 | | 10,064.97 |