

## Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree to the figures in the accounts 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 payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative figures.

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

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

### Financial year ending 31 March 2025

Prepared by (Name and Role): **Andrea Newman, Clerk/RFO**

Date: **13/05/2025**

	£	£
<b>Balance per bank statements as at 31/3/25</b>		
TSB	20,328.9	
Cambridge BS	76,809.0	
Nationwide BS	90,744.7	
[add more accounts if necessary]		
account 4		
account 5		
account 6		
account 7		
account 8		
		187,882.59
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/xx ( <b>enter these as negative numbers</b> )		
item 1		
item 2		
item 3		
item 4		
[add more lines if necessary]		
item 5		
item 6		
item 7		
item 8		
		-
Add: any un-banked cash as at 31/3/xx		
		-
<b>Net balances as at 31/3/25 (Box 8)</b>		<b>187,882.6</b>