

## Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** 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 unpresented cheques should be in figures.

Name of smaller authority: North Muskham Parish Council

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

### Financial year ending 31 March 20xx

Prepared by (Name and Role): Jayne Saunders, Clerk to the Council & RFO

Date: 31st March 2024

	£	£
<b>Balance per bank statements as at 31/3/24:</b>		
<span style="border: 1px solid black; background-color: yellow; padding: 2px;">Current Account</span>	<span style="border: 1px solid black; background-color: yellow; padding: 2px;">15,124.7</span>	
<span style="border: 1px solid black; background-color: yellow; padding: 2px;">Deposit Account</span>	<span style="border: 1px solid black; background-color: yellow; padding: 2px;">10,890.0</span>	
<span style="border: 1px solid black; background-color: yellow; padding: 2px;">Community Reserve Account</span>	<span style="border: 1px solid black; background-color: yellow; padding: 2px;">24,333.1</span>	
<span style="border: 1px solid black; background-color: yellow; padding: 2px;">NS&amp;I Account</span>	<span style="border: 1px solid black; background-color: yellow; padding: 2px;">31.8</span>	
		50,379.6
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/24 <b>(enter these as negative numbers)</b>		
<span style="border: 1px solid black; background-color: yellow; padding: 2px;">item 1</span>		
<span style="border: 1px solid black; background-color: yellow; padding: 2px;">item 2</span>		
<span style="border: 1px solid black; background-color: yellow; padding: 2px;">item 3</span>		
<span style="border: 1px solid black; background-color: yellow; padding: 2px;">item 4</span>		
<span style="border: 1px solid black; background-color: yellow; padding: 2px;">item 5</span>		
<span style="border: 1px solid black; background-color: yellow; padding: 2px;">item 6</span>		
<span style="border: 1px solid black; background-color: yellow; padding: 2px;">item 7</span>		
<span style="border: 1px solid black; background-color: yellow; padding: 2px;">item 8</span>		
[add more lines if necessary]		
		-
Add: any un-banked cash as at 31/3/24		
		-
<b>Net balances as at 31/3/24 (Box 8)</b>		<b>50,379.6</b>