

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts to Box 8 in the column headed “Year ending 31 March 20xx” in Section 2 of the AGAR – and will also agree to accounts are prepared on a receipts and payments basis. Please complete the highlighted boxes, remember cheques should be entered as negative figures.

Name of smaller authority **Higham with West Close Booth Parish Council**

County area (local councils and parish meetings)

Financial year ending 31 March 2024

Prepared by (Name) **Patricia Rosthorn RFO**

Date: **03/04/2024**

	£	£
Balance per bank statements as at 31/3/24:		
Community	917.15	
Active Saver	35,845.60	
		36,762.8
Petty cash float (if applicable)		450.0
Less: any unpresented cheques as at 31/3/24 (enter these as negative numbers)		
102016	(20.00)	
102103	(54.00)	
HMRC D/D	(85.00)	
		(159.00)
Add: any un-banked cash as at 31/3/24		
		-
Net balances as at 31/3/24 (Box 8)		37,053.8