

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** include a 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 entered on a negative basis.

Name of smaller authority:

Burnham Thorpe Parish Council

County area (local councils and parish meetings only):

West Norfolk

Financial year ending 31 March 2023

Prepared by (Name and Role):

Sarah Raven - Clerk/RFO

Date:

31/03/2023

		£	£
Balance per bank statements as at 31/3/23:			
Barclays Bank Current Account	80221023	3884.98	
Barclays Bank Business Account	60769967	9893.14	
[add more accounts if necessary]			
			13,778.1
Petty cash float (if applicable)			-
Less: any unpresented cheques as at 31/3/23 (enter these as negative numbers)			
	100944	(186.00)	
	100952	(7.40)	
	100953	(321.40)	
[add more lines if necessary]			
			(514.80)
Add: any un-banked cash as at 31/3/xx			
			-
Net balances as at 31/3/xx (Box 8)			13,263.3