

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 receipts and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as figures.

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**