

Bank reconciliation – pro forma

This reconciliation should include all bank and building society accounts, including short term investment accounts. It mu column headed “Year ending 31 March 20xx” in Section 2 of the AGAR – and will also agree to Box 7 where the accounts receipts and payments basis. Please complete the highlighted boxes, remembering that unrepresented cheques should be figures.

Name of smaller authority: Pakenham Parish Council

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

Financial year ending 31 March 20xx 24

Prepared by (Name and Role): Sandra Brown Parish Clerk/RFO

Date: 12.04.2024

		£	£
Balance per bank statements as at 31.03.2024			
Santander Current	account 1	585.8	
Santander Deposit	account 2	16,690.9	
	account 3		
	account 4		
[add more accounts if necessary]	account 5		
	account 6		
	account 7		
	account 8		
		17,276.7	17,276.7
Petty cash float (if applicable)			-
Less: any unrepresented cheques as at 31.03.2024			
	Cheque 001809	(246.80)	
	item 2		
	item 3		
	item 4		
[add more lines if necessary]	item 5		
	item 6		
	item 7		
	item 8		
		(246.80)	(246.80)
Add: any un-banked cash as at 31/3/xx	24	-	
		-	-
Net balances at 31.03.2024 Box 8		17,029.9	17,029.9