

## 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

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

Date: 23.4.25

	£	£
<b>Balance per bank statements as at 31.3.25</b>		
<span style="border: 1px solid black; background-color: yellow; display: inline-block; width: 100px; height: 1em;"></span> Santander Current Account	5,739.0	
<span style="border: 1px solid black; background-color: yellow; display: inline-block; width: 100px; height: 1em;"></span> Santander Deposit Account	10,852.0	
		16,591.0
 Petty cash float (if applicable)		-
 Less: any unrepresented cheques as at 31.3.25		
<span style="border: 1px solid black; background-color: yellow; display: inline-block; width: 100px; height: 1em;"></span> Weekly inspections cq 1828	(75.00)	
<span style="border: 1px solid black; background-color: yellow; display: inline-block; width: 100px; height: 1em;"></span> HMRC internet banking	(206.00)	
		(281.00)
<span style="border: 1px solid black; background-color: yellow; display: inline-block; width: 100px; height: 1em;"></span>		-
 <b>Net balances at 31.3.25 Box 8</b>		<u><u>16,310.0</u></u>