

## Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree to Box 8 in the column headed “Year ending 31 March 20xx” in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are prepared on a receipts and payments basis. Please complete the highlighted boxes, remembering that un-presented cheques should be entered as negative figures.

Name of smaller authority: Upton Bishop Parish Council

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

### Financial year ending 31 March 2024

Prepared by (Name and Role): Andrée Mitchell - Clerk/RFO in post from 2nd April 2024

Date: 20/06/2024

	£	£
<b>Balance per bank statements as at 31/03/2024:</b>		
Treasurer's Account	10,115.82	
Business Bank Instant	<u>10,940.21</u>	
		21,056.03
Petty cash float (if applicable)	Not applicable.	0.00
Less: any un-presented cheques as at 31/03/2024 <b>(enter these as negative numbers)</b>		
None	<u>                    </u>	0.00
Add: any un-banked cash as at 31/03/2024		
None	<u>                    </u>	0.00
<b>Net balances as at 31/03/2024 (Box 8)</b>		<b><u><u>21,056.03</u></u></b>