

## Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree with 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 payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative numbers.

Name of smaller authority: **Caistor Town Council**

County area (local councils and parish meetings only): **Lincolnshire**

### Financial year ending 31 March 2022

Prepared by (Name and Role): **Michelle Moss Clerk/RFO**

Date: **11.04.2023**

		£	£
<b>Balance per bank statements as at 31/3/2023:</b>			
Current	account 1	2,527.74	
Business reserve	account 2	<u>101,463.68</u>	103,991.42
Petty cash float (if applicable)			0.00
Less: any unpresented cheques as at 31/3/23 <b>(enter these as negative numbers)</b>			
	item 1	<u>0.00</u>	0.00
Add: any un-banked cash as at 31/3/23			
		<u>0.00</u>	0.00
<b>Net balances as at 31/3/23 (Box 8)</b>			<b><u><u>103,991.42</u></u></b>