

Bank reconciliation – pro forma

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

Name of smaller authority: **HOVETON PARISH COUNCIL**

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

Financial year ending 31 March 2024

Prepared by (Name and Role): **BEN BETHELL - CLERK/RFO**

Date: **03/06/2024**

		£	£
Balance per bank statements as at 31/3/24:			
	Current Account	8,876.80	
	Savings Account	50,000.00	
			58,876.80
Petty cash float (if applicable)	N/A		0.00
Less: any unpresented cheques as at 31/3/24 (enter these as negative numbers)	NIL	0.00	
			0.00
Add: any un-banked cash as at 31/3/24	NIL	0.00	
			0.00
Net balances as at 31/3/24 (Box 8)			<u>58,876.80</u>