

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 a payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative numbers.

Name of smaller authority: Birchanger Parish Council

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

Financial year ending 31 March 2025

Prepared by (Name and Role): Keith Williams - Parish Clerk & RFO

Date: 01/04/2025

	£	£
Balance per bank statements as at 31/3/25:		
Unity Trust Current Account 20419053	<u>21,499.26</u>	21,499.26
Petty cash float (if applicable)	-	0.00
Less: any unpresented cheques as at 31/3/25 (enter these as negative numbers)		
Online payment ref 1397	(6.00)	
Online payment ref 1398	(142.56)	
Online payment ref 1399	(35.64)	
Online payment ref 1400	(265.47)	
Online payment ref 1401	(108.30)	
Online payment ref 1402	(70.34)	
Online payment ref 1403	(67.20)	
Online payment ref 1404	(540.13)	
Online payment ref 1405	(135.00)	
Online payment ref 1406	(20.00)	
		(1,390.64)
Add: any un-banked cash as at 31/3/25		0.00
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Net balances as at 31/3/25 (Box 8)		<u><u>20,108.62</u></u>