

Bank reconciliation – pro forma

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

Name of smaller authority: Upton Scudamore Parish Council

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

Financial year ending 31 March 2025

Prepared by (Name and Role): Nikki Spreadbury-Clews Clerk/RFO

Date: 01/04/2025

	£	£
Balance per bank statements as at 31/3/25:		
account 1	319.0	
account 2	2,779.0	

[add more accounts if necessary]

3,098.0

Petty cash float (if applicable) -

Less: any unpresented cheques as at 31/3/25 (**enter these as negative numbers**)

item 1	0.00
item 2	
item 3	
item 4	
item 5	
item 6	
item 7	
item 8	

[add more lines if necessary]

-

Add: any un-banked cash as at 31/3/24

-

Net balances as at 31/3/25 (Box 8)

3,098.0