

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** be included in the annual financial statement 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 unpresented cheques should be entered on the debit side of the reconciliation.

Name of smaller authority:

LITTON PARISH COUNCIL

County area (local councils and parish meetings only):

DERBYSHIRE

Financial year ending 31 March 20xx

Prepared by (Name and Role):

GILL TURNER CLERK & RESPONSIBLE FINANCE OFFICER

Date:

19/04/2025

	£	£
Balance per bank statements as at 31/3/25:		
NATWEST Current Account	442.82	
NATWEST Reserve Account	1,061.20	
Mansfield Community Fund	7,913.98	
		9,418.00
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/25 (enter these as negative numbers)		
Bin Emptying (waiting for corrected inv)	(175.60)	(175.60)
Add: any un-banked cash as at 31/3/25		
		-
Net balances as at 31/3/25 (Box 8)		9,242.40