

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 on a credit and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as

Name of smaller authority: Alpheton Parish Council

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

Financial year ending 31 March 2024

Prepared by (Name and Role): Mary Luton-Woodburn

Date: 16/04/2024

	£	£
Balance per bank statements as at 31/3/23:		
account 1	11,537.0	11,537.0
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/xx (enter these as negative numbers)		
less unpaid Alpheton Village Hall hire Mar 28 meeting		-20
Clerk's Salary, 1 Jan – 31 Mar 2024		-989.24
Clerk's Tax		-46.6
SALC payroll 6mths to 31 Mar 2024		-22.8
		-
Net balances as at 31/3/24		<u><u>10,458</u></u>