

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 report in the 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 a payments basis.

Name of smaller authority: Tockenham Parish Council

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

Financial year ending 31 March 2025

Prepared by (Name and Role): Emily Bourne (Clerk / RFO)

Date: 05/05/2025

| | £ | £ |
|--|------------------|--------------------------------|
| Balance per bank statements as at 31/3/25: | | |
| Current Account | <u>39,134.80</u> | 39,134.80 |
| Petty cash float (if applicable) | N/A | - |
| Less: any unpresented cheques as at 31/3/25 (enter these as negative numbers) | | |
| None | <u>0.00</u> | - |
| Add: any un-banked cash as at 31/3/25 | | |
| None | <u>0.00</u> | - |
| Net balances as at 31/3/25 (Box 8) | | <u><u>39,134.80</u></u> |