

## Bank reconciliation – pro forma

This reconciliation should include all bank and building society accounts, including short term investment accounts. It must agree to Box "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. Complete the highlighted boxes, remembering that un-presented cheques should be entered as negative figures.

Name of smaller authority: **Okehampton Hamlets Parish Council**

County area (local councils and parish meetings only): **Devon**

### Financial year ending 31 March 2025

Prepared by (Name and Role): **Emily Young - Clerk and RFO**

Date: **29/04/2025**

		£	£
<b>Balance per bank statements as at 31/3/xx:</b>			
	Community account	528.24	
	Instant access	56,996.60	
	account 3		
	account 4		
[add more accounts if necessary]	account 5		
	account 6		
	account 7		
	account 8		
			<b>57524.84</b>
Petty cash float (if applicable)	0		0.00
<b>Less: any un-presented cheques as at 31/3/xx (enter these as negative numbers)</b>			
	item 1		
	item 2		
	item 3		
	item 4		
[add more lines if necessary]	item 5		
	item 6		
	item 7		
	item 8		
			0.00
Add: any un-banked cash as at 31/3/2025	Nil		
			0.00
<b>Net balances as at 31/3/2025 (Box 8)</b>			<b><u>57524.84</u></b>