

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree to Box 8 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 as negative figures.

Name of smaller authority: DARTMOOR FOREST PARISH COUNCIL

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

Financial year ending 31 March 2024

Prepared by (Name and Role): JACKIE BENNETTS (CLERK AND RFO)

Date: 14/05/2024

	£	£
Balance per bank statements as at 31/3/24		
Lloyds	<u>31,859.44</u>	31,859.44
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/24 (enter these as negative numbers)		
1730 Jackie Bennetts - Clerk Pay	£ (488.95)	
1731 David Cole - Lengthsman Pay	£ (792.00)	
1732 Jake Cook - Litter Picker fee	£ (44.00)	
1733 Mark Williams - re-imburement Timber for play	£ (24.60)	
1734 Princetown Community Centre Room Hire Dec 2	£ (100.00)	
	<u>(1,449.55)</u>	
Add: any un-banked cash as at 31/3/24		-
Net balances as at 31/3/24 (Box 8)		<u><u>30,409.89</u></u>

Check:

Opening Balance 1 April 2023: (from AGAR Section 2) £ 31,038.66
Add: Receipts in the year: £ 20,817.34
Less: Payments in the year: £ 21,446.11

CLOSING BALANCE PER CASH BOOK @ 31 MARCH 2024 £ 30,409.89

Variance £ -