

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 receipts and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered in figures.

Name of smaller authority: Dursley Town Council

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

Financial year ending 31 March 2023

Prepared by (Name and Role): John Kay, Town Clerk & RFO

Date: 13/04/2023

	£	£
Balance per bank statements as at 31/3/23:		
Lloyds Business Account	2,937.0	
Lloyds Instant Account	94,574.0	
		97,511
Petty cash float (if applicable)		44
Less: any unpresented cheques as at 31/3/23 (enter these as negative numbers)		
Probate Order	15.00	
TV License	159.00	
Postage	14.50	
Mobile Phone Accessories	47.57	
[add more lines if necessary] Postage	30.15	
Sundry (office)	4.95	
Postage	44.92	
Postage	37.15	
		353
Add: any un-banked cash as at 31/3/23		
None	-	
		-
Net balances as at 31/3/23 (Box 8)		<u>97,202</u>