

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree 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 credit and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative numbers.

Name of smaller authority:

Mendlesham Parish Council

County area (local councils and parish meetings only):

Mid Suffolk District Council

Financial year ending 31 March 2025

Prepared by (Name and Role):

Amy Johnson Clerk/RFO

Date:

30/04/2025

Balance per bank statements as at 31/3/25:

	£	£
Current 61512360	151,898.05	
Deposit 87980668	11,918.34	
Deposit 87981068	40,660.89	
32DN	43,237.10	
[add more accounts if necessary]		
account 5		
account 6		
account 7		
account 8		
		247,714.38

Petty cash float (if applicable)

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Less: any unpresented cheques as at 31/3/25 (enter these as negative numbers)

	item 1	0.00
	item 2	
	item 3	
	item 4	
[add more lines if necessary]	item 5	
	item 6	
	item 7	
	item 8	

Add: any un-banked cash as at 31/3/25

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Net balances as at 31/3/25 (Box 8)

247,714.38

4/6/25

[Redacted signature area]

AD