

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: **Baildon Town Council**

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

Financial year ending 31 March 2025

Prepared by (Name and Role): **Helen Thornton Clerk/RFO**

Date: **100425**

	£	£
Balance per bank statements as at 31/3/25:		
Unity	230,453.0	
CCLA Public Sector Deposit	104,193.5	
Petty Cash	85.5	
account 4		
[add more accounts if necessary]		
account 5		
account 6		
account 7		
account 8		
		334,732.0
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/25 (enter these as negative numbers)		
item 1		
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		
		-
Net balances as at 31/3/25 (Box 8)		<u><u>334,732.0</u></u>