

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 un-presented cheques should be entered as negative figures.

Name of smaller authority: MALMESBURY TOWN COUNCIL

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

Financial year ending 31 March 2023

Prepared by (Name and Role): CLAIRE MANN TOWN CLERK/RFO

Date: 20/06/2023

	£	£
Balance per bank statements as at 31/3/23		
CLOSE Brothers business fixed term deposit	£ 60,972.75	
LLOYDS Business account account 1	£ 20,224.09	
LLOYDS Bus Bank instant account 2	<u>£ 479,124.78</u>	
 Petty cash float (if applicable)		-
 Less: any un-presented cheques as at 31/3/23 (enter these as negative numbers)		
None	<u> </u>	-
 Add: any un-banked cash as at 31/3/23	-	
	<u> </u>	-
 Net balances as at 31/3/23 (Box 8)		<u><u>£560,321.62</u></u>