

## 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:

STAVELEY TOWN COUNCIL

County area (local councils and parish meetings only):

DERBYSHIRE

### Financial year ending 31 March 2024

Prepared by (Name and Role):

Sabrina Doherty, Town Clerk & RFO

Date:

08/05/2024

|                                                                               | £          | £                        |
|-------------------------------------------------------------------------------|------------|--------------------------|
| <b>Balance per bank statements as at 31/3/24:</b>                             |            |                          |
| Co-op current                                                                 | 11,368.9   |                          |
| Co-op Savings 1                                                               | 40,725.9   |                          |
| Co-op Savings 2                                                               | -          |                          |
| CCLA PSDF                                                                     | 263,484.2  |                          |
|                                                                               |            | 315,579.00               |
| Petty cash float (if applicable)                                              |            | 651.2                    |
| Less: any unpresented cheques as at 31/3/24 (enter these as negative numbers) |            |                          |
| Payroll                                                                       | (6,592.09) |                          |
|                                                                               |            | (6,592.09)               |
| Add: any un-banked cash as at 31/3/24                                         |            |                          |
|                                                                               |            | -                        |
| <b>Net balances as at 31/3/24 (Box 8)</b>                                     |            | <b><u>309,638.08</u></b> |

