## 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 2025**

Prepared by (Name and Role): SABRINA DOHERTY, TOWN CLERK AND RFO

Date: 09/05/2025

| | | £ | £ |
|---|---|---|---|
| **Balance per bank statements as at 31/3/25:** | | | |
| | Co-op current account | 6,602.07 | |
| | Co-op Savings 1 | 41,489.72 | |
| | Co-op Savings 2 | 409.34 | |
| | CCLA PSDF | 433,262.78 | |
| | | | 481,763.91 |
| Petty cash float (if applicable) | | | - |
| Less: any unpresented cheques as at 31/3/25 **(enter these as negative numbers)** | | | |
| [add more lines if necessary] | | | |
| | | | - |
| Add: any un-banked cash as at 31/3/25 | | | |
| | Unbanked cheque | 800.0 | |
| | Bar Float | 371.91 | |
| | Café Float | 100.00 | |
| | Cash receipts | 1,196.05 | |
| | | | 2,467.96 |
| **Net balances as at 31/3/25 (Box 8)** | | | **484,231.87** |