

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: Malmesbury Town Council

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

Financial year ending 31 March 2025

Prepared by (Name and Role): Claire Mann - Malmesbury Town Clerk & RFO

Date: 24/06/2025

		£	£
Balance per bank statements as at 31/3/25:			
Lloyds Bank	account 1	£17,524.16	
Lloyds Bank	account 2	£434,882.79	
Close Bros	account 3	£63,758.73	
			£516,165.68
Petty cash float (if applicable)			£45.33
Less: any unpresented cheques as at 31/3/25 (enter these as negative numbers)			
n/a	item 1		
	item 2		
			-
Add: any un-banked cash as at 31/3/25			
n/a			
			-
Net balances as at 31/3/25 (Box 8)			<u><u>£516,211.01</u></u>