

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 unrepresented cheques should be entered as negative figures.

Name of smaller authority: **Dartmoor Forest Parish Council**

County area (local councils and parish meetings only):

Financial year ending 31 March 2023

Prepared by (Name and Role): **Jackie Bennetts Clerk & RFO**

Date: **29/05/2023**

	£	£	
Balance per bank statements as at 31/3/23:			
Lloyds	31,877.01		
		31,877.01	

Petty cash float (if applicable) - -

Less: any unrepresented cheques as at 31/3/23 (enter these as negative numbers)

Admin Ref Payee	Cheque No	Payment Value
1612 Room Hire Postbridge Village Hall Inv 010/2023	1819	£ (15.00)
1620 South Brent Parish Council DALC Training Councillors x3	1826	£ (46.59)
1621 Tony Parker - Re-imbursing for refurbishment of telephone box an	1827	£ (114.56)
1622 David Cole Lengthsman Pay	1828	£ (528.00)
1625 Jake Cook - litter picker fee	1831	£ (45.00)
1626 HMRC Clerk Tax	1832	£ (89.20)
		838.35

Add: any un-banked cash as at 31/3/23 - -

Net balances as at 31/3/23 (Box 8) 31,038.66

CASH BOOK (receipts and payments/income & expenditure schedules)

Opening Balance 1 April 2022: (from AGAR Section 2)	£	27,882.48
Add: Receipts in the year:	£	27,758.90
Less: Payments in the year:	£	24,602.72

CLOSING BALANCE PER CASH BOOK @ 31 MARCH 2023 £ 31,038.66

Variance £ -