

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

Name of smaller authority: Clitheroe Town Council

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

Prepared by (Name and Role): Cathy Holmes, Town Clerk

Date: 28.04.25

	£	£
Balance per bank statements as at 31/3/25:		
Barclays Current Account	3,536.53	
Business Rate Tracker	£ 0.05	
Business Premium Account	103,809.87	
Lloyds Current Account	17,176.11	
	124,522.56	£ 124,522.56

Petty cash float (if applicable) 100.00

Less: any unpresented cheques as at 31/3/25 (enter these as negative numbers)

	Chq Number 109713	(858.99)	
	item 2		
	item 3		
	item 4		
	item 5		
	item 6		
	item 7		
	item 8		
			(858.99)
			-£ 858.99
			£ 123,763.57

Net balances as at 31/3/25 (Box 8)