

Bank reconciliation – pro forma

This reconciliation should include all bank and building society accounts, including short term investment accounts. It must agree 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 payments basis. Please complete the highlighted boxes, remembering that un-presented cheques should be entered as negative numbers.

Name of smaller authority:

DOWNNTON PARISH COUNCIL

County area (local councils and parish meetings only):

WILTSHIRE

Financial year ending 31 March 2024

Prepared by (Name and Role):

MELANIE CAMILLERI CLERK/RFO

Date:

12/04/2024

		£	£
Balance per bank statements as at 31/3/24:			
Treasurers Account (00409718)	account 1	8,669.65	
Business Bank Instant (07062152)	account 2	41,593.45	
Treasurers Account (00275231)	account 3	0.00	
			50,263.10
Petty cash float (if applicable)			-
Less: any un-presented cheques as at 31/3/24 (enter these as negative numbers)		0.00	
			-
Add: any un-banked cash as at 31/3/24			-
			-
Net balances as at 31/3/24 (Box 8)			50,263.10

DOWNTON PARISH COUNCIL


Bank Reconciliation for the Year 2023/24

Opening Balance Current Account (00409718) at 01/04/2023	£8,343.65
Receipts 2023/24	77,165.88
Payments 2023/24	53,409.57
Payments 2022/23	0.00
Uncleared cheques 2022/23	0.00
Closing Balance 07/07/23	<u>£32,099.96</u>

Opening Balance Treasurers Account (Heritage Fund) 01/04/2023	£180.39
No Transactions	£0.00
Closing Balance 07/07/23	<u>£180.39</u>

Opening Balance Business Bank Instant (07062152) 01/04/2023	£118,169.44
Receipts 2023/24	£80,747.51
Payments 2023/24	<u>70,000.00</u>
Closing Balance 07/07/23	<u>£128,916.95</u>

TOTAL FUNDS CLOSE 07/07/23 **£161,197.30**

Jane M. Brewster 10/4/23


DOWNTON PARISH COUNCIL

Bank Reconciliation for the Year 2023/24

Opening Balance Current Account (00409718) at 01/04/2023	£8,343.65
Receipts 2023/24	189,040.88
Payments 2023/24	170,413.63
Unauthorised BACS	93,748.09
Closing Balance 08/09/23	RECONCILIATION CORRECT MC £120,718.99

TOTAL FUNDS CLOSE 08/09/23 £334,241.96

Opening Balance Treasurers Account (Heritage Fund) 01/04/2023	£180.39
Transfer to Bus Bank Instant 25/07/2023	£180.39
Closing Balance 08/09/23	RECONCILIATION CORRECT MC £0.00

Opening Balance Business Bank Instant (07062152) 01/04/2023	£118,169.44
Receipts 2023/24	£275,353.53
Payments 2023/24	180,000.00
Closing Balance 08/09/23	RECONCILIATION CORRECT MC £213,522.97

James M. Brenton 11/9/23


DOWNTON PARISH COUNCIL


Bank Reconciliation for the Year 2023/24

Opening Balance Current Account (00409718) at 01/04/2023	£8,343.65
Receipts 2023/24	347,880.30
Payments 2023/24	331,775.97
Unauthorised BACS	4,009.66
Closing Balance 05/01/24	RECONCILIATION CORRECT MC £28,457.64

TOTAL FUNDS CLOSE 05/01/24 £233,492.96

Opening Balance Treasurers Account (Heritage Fund) 01/04/2023	£180.39
Transfer to Bus Bank Instant 25/07/2023	£180.39
Closing Balance 05/01/24	RECONCILIATION CORRECT MC £0.00

Opening Balance Business Bank Instant (07062152) 01/04/2023	£118,169.44
Receipts 2023/24	£406,865.88
Payments 2023/24	320,000.00
Closing Balance 05/01/24	RECONCILIATION CORRECT MC £205,035.32

Jane M. Brenton 21/1/24


DOWNTON PARISH COUNCIL

Bank Reconciliation for the Year 2023/24

Opening Balance Current Account (00409718) at 01/04/2023	£8,343.65
Receipts 2023/24	520,746.30
Payments 2023/24	520,420.30

Closing Balance 31/03/24 **RECONCILIATION CORRECT MC** £8,669.65

TOTAL FUNDS CLOSE 31/03/24 **£50,263.10**

Opening Balance Treasurers Account (Heritage Fund) 01/04/2023	£180.39
Transfer to Bus Bank Instant 25/07/2023	£180.39
Closing Balance 31/03/24	RECONCILIATION CORRECT MC <u>£0.00</u>

Opening Balance Business Bank Instant (07062152) 01/04/2023	£118,169.44
Receipts 2023/24	£413,424.01
Payments 2023/24	490,000.00
Closing Balance 31/03/24	RECONCILIATION CORRECT MC <u>£41,593.45</u>

James Brenton 8/4/24
