

## 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 2026" in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are prepared on a credit and payments basis. Please complete the highlighted boxes, remembering that un-presented cheques should be entered as negative numbers.

Name of smaller authority: **COPDOCK AND WASHBROOK PARISH COUNCIL**

County area (local councils and parish meetings only): **BABERGH DISTRICT COUNCIL**

### Financial year ending 31 March 2026

Prepared by (Name and Role): **MRS SUSAN FRANKIS, PARISH CLERK & RFO**

Date: **xx/xx/2026**

	£	£
<b>Balance per bank statements as at 31/3/2026:</b>		
Unity Trust Bank - current account	14,699.96	
Unity Trust Bank - instant access account	3,062.49	
Hinckley & Rugby Building Society	86,959.54	
Redwood Bank	10,000.00	
		114,721.99
Petty cash float (if applicable)		0.00
Less: any un-presented payments as at 31/3/2026 (enter these as negative numbers)		
HMRC PAYE	-52.83	
HMRC PAYE	-43.64	
HMRC PAYE	-62.47	
		-158.94
Add: any un-banked cash as at 31/3/2026		
		0.00
<b>Net balances as at 31/3/2026 (Box 8)</b>		<b>114,563.05</b>