

Bank reconciliation – example

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

Name of smaller authority: **Thwing & Octon Parish Council**

County area (local councils and parish meetings only): **East Riding of Yorkshire**

Financial year ending 31 March 20xx

Prepared by (Name and Role): **Sandra Morrison Clerk/RFO**

Date: **14.04.2022**

	£	£
Balance per bank statements as at 31/3/2022		
e.g Current Account	2,577.35	
High Interest Account	4,662.70	
Building Society Premium Account		
	—————	7,240.05
Petty cash float (if applicable)		
Less: any un-presented cheques as at 31/3/xx <i>(normally only current account)</i>		
Cheque number 100810	(10.00)	
		—————
		(10.00)
Add: any un-banked cash as at 31/3/xx <i>e.g Allotment rents banked 30/3/xx (but not credited until 2 April)</i>		
		—————
		-
Net balances as at 31/3/22 (Box 8)		<u><u>7,230.05</u></u>