

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: **Langtoft Parish Council**

County area (local councils and parish meetings only): **ABC County**

Financial year ending 31 March 20xx

Prepared by (Name and Role): **Sarah Gresty, Parish Clerk/RFO**

Date: **31/03/2023**

	£	£
Balance per bank statements as at 31/3/xx:		
e.g Current Account	2,106.64	
High Interest Account	25,825.53	
	<hr/>	27,932.17
Petty cash float (if applicable)		-
Less: any un-presented cheques as at 31/3/23 (normally only current account) Cheque number		
	<hr/>	0.00
Add: any un-banked cash as at 31/3/23		
	<hr/>	-
Net balances as at 31/3/23 (Box 8)		<u>27,932.17</u>