

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:

COOLING PARISH COUNCIL

County area (local councils and parish meetings only):

MEDWAY COUNCIL

Financial year ending 31 March 20xx

Prepared by (Name and Role):

RFO MR P. THURTON

Date:

23/08/2021

Balance per bank statements as at 31/3/21:

e.g Current Account

£ 7948.72

High Interest Account

£ 2411.06

Building Society Premium Account

10.359.78

Petty cash float (if applicable)

100.78

Less: any un-presented cheques as at 31/3/xx

(normally only current account)

Cheque number

595

100.78

596

2500.00

597

200.00

(2800.78)

Add: any un-banked cash as at 31/3/xx

e.g Allotment rents banked 30/3/xx (but not credited until 2 April)

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

£ 7659.78