

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: Brinton Parish Council

County area (local councils and parish meetings only):

Financial year ending 31 March 20xx

Prepared by (Name and Role): Linda Jennings Clerk/ RFO

Date: 15/04/2024

	£	£
Balance per bank statements as a at 31/3/24		
account 1	4,074.12	

	4,074.12
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Petty cash float (not applicable)

Less: any un-presented cheques as at 31/3/xx
(normally only current account)
Cheque number

	0.00
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Add: any un-banked cash as at 31/3/24 Not Applicable

Net balances as at 31/3/xx24 (Box 8)	4,074.12
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