

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: **East Down Parish Council**

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

Financial year ending 31 March 20**22**

Prepared by (Name and Role): **Geoff Dwyer RFO**

Date: **22.06.22**

	£	£
Balance per bank statements as at 31/3/xx:		
Current Account	7,698.00	
footpath p3 account	1,060.83	
Petty cash float (if applicable)		
Less: any un-presented cheques as at 31/3/xx <i>(normally only current account)</i>		
Cheque number 427	30.00	
		8,728.53
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/xx (Box 8)		<u>8,728.53</u>