

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: Grindleton Parish Council

County area (local councils and parish meetings only): Lancashire

Financial year ending 31 March 2023

Prepared by (Name and Role): Andrew Glover, Clerk/ RFO

Date: 07/04/2023

	£	£
Balance per bank statements as at 31/3/23:		
e.g Current Account	16,375.18	
High Interest Account	10,318.34	
Building Society Premium Account		
	<hr/>	26,693.52
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 e.g Allotment rents banked 30/3/xx (but not credited until 2 April)		
	<hr/>	-
Net balances as at 31/3/xx (Box 8)		<u><u>26,693.52</u></u>