

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: **Holme Hale Parish Council**

County area (local councils and parish meetings only):

Financial year ending 31 March 2021

Prepared by (Name and Role): **Claire Prentice Clerk/ RFO**

Date: **04/05/2022**

	£	£
Balance per bank statements as at 31/3/22:		
e.g Current Account	11,298.96	
High Interest Account	4,807.12	
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		16,106.08
Petty cash float (if applicable) N/A		
Less: any un-presented cheques as at 31/3/22 <i>(normally only current account)</i>		
Cheque number 969	(350.00)	
972	(175.58)	
973	(600.00)	
974	(450.00)	
975	(50.00)	
976	(50.00)	
977	(50.00)	
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		(1,725.58)
Add: any un-banked cash as at 31/3/22 e.g Allotment rents banked 30/3/xx <i>(but not credited until 2 April)</i>	-	
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		-
Net balances as at 31/3/22 (Box 8)		<hr/> <hr/> 14,380.50