

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: Barton Parish Council

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

Financial year ending 31 March 2021

Prepared by (Name and Role): Gillian Mackey, Responsible Finance

Date: 01/04/2021

	£	£
Balance per bank statements as at 31/3/xx:		
e.g Current Account	3,741.28	
Reserve account	63.47	
NSI Savings account	3,999.33	

7,804.08

Petty cash float (if applicable)

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

Cheque number

0.00

Add: any un-banked cash as at 31/3/xx
e.g Allotment rents banked 30/3/xx (but not credited until 2 April)

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Net balances as at 31/3/21 (Box 8) 7,804.08