

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: **Hittisleigh Parish Council**

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

Financial year ending 31 March 2022

Prepared by (Name and Role): **Ruth Curtis Clerk/ RFO**

Date: **13/05/2022**

	£	£
Balance per bank statements as at 31/3/22:		
e.g Current Account	11,737.01	
High Interest Account	-	
Building Society Premium Account	-	
	<hr/>	11,737.01
Petty cash float (if applicable)		-
Less: any un-presented cheques as at 31/3/22 <i>(normally only current account)</i>		
Cheque number 215	(50.00)	
216	(25.00)	
217	(25.00)	
220	(2,436)	
	<hr/>	(2,536.00)
Add: any un-banked cash as at 31/3/xx e.g Allotment rents banked 30/3/xx <i>(but not credited until 2 April)</i>	-	
	<hr/>	-
Net balances as at 31/3/22 (Box 8)		<u><u>9,201.01</u></u>