

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: Warsop Parish Council

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

Financial year ending 31 March 20xx

Prepared by (Name and Role): Amanda Cooper

Date: 13/05/2021

	£	£
Balance per bank statements as at 31/3/21:		
Current Account	82,927.02	
Premier Account	33,827.72	
2 Shires Credit Union	15,000.00	
	<hr/>	131,754.74
Petty cash float (if applicable)		-
Less: any un-presented cheques as at 31/3/xx <i>(normally only current account)</i> Cheque number		
	<hr/>	
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>		
	<hr/>	-
Net balances as at 31/3/xx (Box 8)		<u><u>131,754.74</u></u>