

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: **ANDERTON WITH MARBURY PARISH**

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

Financial year ending 31 March 20xx

Prepared by (Name and Role): **ANN BRAZIER CLERK/RFO**

Date: **31/03/2020**

		£	£
Balance per bank statements as at 31/3/xx:	2020		
e.g Current Account		3,786.00	
High Interest Account		7,313.00	
		<hr/>	11,099.00
Petty cash float (if applicable)			-
Less: any un-presented cheques as at 31/3/xx	2020		
<i>(normally only current account)</i>			
Cheque number	674	(43.00)	
	677	(72.00)	
	678	(181.00)	
	681	(100)	
		<hr/>	(396.00)
Add: any un-banked cash as at 31/3/xx	20		
e.g Allotment rents banked 30/3/xx <i>(but not credited until 2 April)</i>		-	
		<hr/>	-
Net balances as at 31/3/xx (Box 8)			<u><u>10,703.00</u></u>