

## 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: **BREDGAR PARISH COUNCIL**

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

Financial year ending 31 March 20xx

Prepared by (Name and Role): **TERESA HUDSON CLERK/RFO**

Date: **09/04/21**

	£	€
<b>Balance per bank statements as at 31/3/xx: 2.1</b>		
e.g. Current Account	12,094.13	
High Interest Account		
Building Society Premium Account	7,230.14	
	<hr/>	19,324.28
Petty cash float (if applicable)		
Less: any unpresented cheques as at 31/3/xx: 2.1 (normally only current account) Cheque number		
	<hr/>	
Add: any un banked cash as at 31/3/xx: 2.1		
e.g. Allotment rents banked 30/3/xx (but not credited until 2 April)		
	<hr/>	
<b>Net balances as at 31/3/xx (Box 8): 2.1</b>		<hr/> <b>19,324.28</b>