

Bank reconciliation

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. Please complete the highlighted boxes, remembering that un-presented cheques should be entered as negative figures.

Name of smaller authority:

County area (local councils and parish meetings only):

Financial year ending 31 March 20xx

Prepared by (Name and Role):

Date:

		£	£
Balance per bank statements as at 31/3/23			
Barclays	Savings	8,358.31	
Unity Trust	Current	14,947.82	
			23,306.13
Petty cash float (if applicable)			-
Less: any un-presented cheques as at 31/3/xx (enter these as negative numbers)			
None	item 1	0.00	
	item 2		
			-
Add: any un-banked cash as at 31/3/xx			
None		0.00	
			-
Net balances as at 31/3/23			23,306.13