

Bank reconciliation - Template

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 2023" in the Accounting Statements 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: Longstock Parish Council

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

Financial year ending 31 March 2023

Prepared by (Name and Role): G A Bulpitt, Clerk

Date: 11/05/2023

Approved by (Name and Role): ALICE FOSTER CHAIRMAN

Signature: *Alice Foster*

Date: 18/05/2023

	£	£
Balance per bank statements as at 31/3/23:		
Parish Council Current account	11,375.43	11,375.43
		11,375.43
Petty cash float (if applicable)		-
Less: any un-presented cheques as at 31/3/23 (enter these as negative numbers)		
item 1	0.00	-
Add: any un-banked cash as at 31/3/23		
	-	-
Net balances as at 31/3/23		11,375.43

What is the figure in Box 8 in the Accounting Statement? 11,375

Does the bank reconciliation above agree to Box 8? Error in the above bank reconciliation or the figure in box 8

The net balances reconcile to the Cash Book (receipts and payments account) for the year as follows:

<u>CASH BOOK</u>	
Opening Balance	8,007.36
Add: Receipts in the year	25,112.75
Less: Payments in the year	21,744.68
Closing Balance per cash book (receipts and payment book) as at 31/03/2023 must equal net bank balance above	11,375.43