

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: **Cross Roads Parish Council**

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

Financial year ending 31 March 20xx

Prepared by (Name and Role): **Mags Smith, Clerk/ RFO**

Date: **02/04/2025**

	£	£
Balance per bank statements as at 31/3/25		
e.g Current Account	8,510.77	
High Interest Account	20,647.52	
Building Society Premium Account		
	—————	29,158.29
 Petty cash float (if applicable)		
 Less: any unpresented cheques as at 31/3/2025 (normally only current account)		
Cheque number lb	7.20	
	—————	7.20
 Add: any un-banked cash as at 31/3/xx e.g Allotment rents banked 30/3/xx (but not credited until 2 April)		
		—————
		-
 Net balances as at 31/3/25 (Box 8)		<u>29,151.09</u>