

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 20XX" 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 unpresented cheques should be entered as negative figures.

Name of smaller authority:

MANSTON & HAMMOOON PARISH COUNCIL

County area (local councils and parish meetings only):

DORSET

Financial year ending 31 March 2026

Prepared by (Name and Role):

David Green RFO & Clerk

Date:

01/04/2026

	£	£
Balance per bank statements as at 31/3/2026		
account 1	2,141.2	
account 2		
account 3		
account 4		
[add more accounts if necessary]		
account 5		
account 6		
account 7		
account 8		
		2,141.2
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/26 (enter these as negative numbers)		
item 1		
item 2		
item 3		
item 4		
[add more lines if necessary]		
item 5		
item 6		
item 7		
item 8		
Add: any un-banked cash as at 31/3/26		
Net balances as at 31/3/26		2,141.2

What is the figure in Box 8 in the Accounting Statement?

2,141.0

Does the bank reconciliation above agree to Box 8? No - Error in the above bank reconciliation or the figure in box 8