

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 & HAMMOON PARISH COUNCIL

County area (local councils and parish meetings only):

DORSET

Financial year ending 31 March 2025

Prepared by (Name and Role):

David Green, Clerk & RFO

Date:

30/04/2024

	£	£
Balance per bank statements as at 31/3/25:		
Current	58.8	
account 2		
account 3		
account 4		
[add more accounts if necessary] account 5		
account 6		
account 7		
account 8		
		58.8

Petty cash float (if applicable)

-

Less: any unpresented cheques as at 31/3/2025 (enter these as negative numbers)

[add more lines if necessary]

item 1
item 2
item 3
item 4
item 5
item 6
item 7
item 8

-

Add: any un-banked cash as at 31/3/2025

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Net balances as at 31/3/2025

58.8

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

59.0

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