

## 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: **Waddingham Parish Council**

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

### Financial year ending 31 March 20xx

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

Date: **31 03 2022**

	£	£
<b>Balance per bank statements as at 31/3/xx:</b>		
<i>Money Manager</i>	4,372.00	
CommunityAccount	1,563.00	
	<hr/>	5,935.00
Petty cash float (if applicable)		1.04
Less: any un-presented cheques as at 31/3/xx <i>(normally only current account)</i>		
Cheque number	0.00	
	0.00	
	0.00	
	<hr/>	0.00
Add: any un-banked cash as at 31/3/xx <i>e.g Allotment rents banked 30/3/xx (but not credited until 2 April)</i>		
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<b>Net balances as at 31/3/xx (Box 8)</b>		<b><u><u>5,936.04</u></u></b>