

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: **Battisford PC**

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

Financial year ending 31 March 2024

Prepared by (Name and Role): **T Davis RFO**

Date: **10/04/2024**

	£	£
Balance per bank statements as at 31/3/04:		
e.g Current Account	7,575.86	
High Interest Account	13,308.63	
	-	
		<hr/>
		20,884.49
Petty cash float - None Held		-
Less: any un-presented cheques, delayed bank standing orders as at 31/3/24 (normally only current account)		
None	0.00	
		<hr/>
		0.00
Add: any un-banked cash as at 31/3/24 e.g Allotment rents banked 30/3/xx (but not credited until 2 April)		
None	-	
		<hr/>
		-
Net balances as at 31/3/xx (Box 8)		<hr/> <hr/> 20,884.49