

## 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: **Toft cum Lound & Manthorpe PC**

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

### Financial year ending 31 March 2022

Prepared by (Name and Role): **Rosemary Trollope-Bellew Clerk/RFO**

Date: **31/03/2022**

	£	£
<b>Balance per bank statements as at 31/3/22</b>		
e.g Current Account	2,561.13	
High Interest Account	1,062.03	
Building Society Premium Account	23,483.74	
	<hr/>	27,106.90
Petty cash float (if applicable)		31.36
Less: any un-presented cheques as at 31/3/22 <i>(normally only current account)</i>		
Cheque number		
	<hr/>	0.00
Add: any un-banked cash as at 31/3/xx e.g Allotment rents banked 30/3/xx <i>(but not credited until 2 April)</i>		
	<hr/>	-
<b>Net balances as at 31/3/22 (Box 8)</b>		<b><u><u>27,138.26</u></u></b>