

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 Box 7 where the accounts are prepared on a receipts and payments basis. Please complete the highlighted boxes, remember unpresented cheques should be entered as negative figures.

Name of smaller authority:

Chideock Parish Council

County area (local councils and parish meetings only):

Dorset

Financial year ending 31 March 20XX

Prepared by (Name and Role):

Sal Robinson, Clerk and RFO

Date:

24/05/2023

	£	£
Balance per bank statements as at 31/3/XX:		
TSB Current	£14,891.95	
TSB Savings	£44,181.69	
Bank of Ireland	£0.00	
		59,073.64
Petty cash float (if applicable)	N/A	0.00
Less: any unpresented cheques as at 31/3/XX (enter these as negative numbers)		
28/03/2023 S A Robinson	264	-377.78
28/03/2023 HMRC	265	-205.60
28/03/2023 Ken Hussey	267	-95.00
28/03/2023 DAPTC	268	-150.00
28/03/2023 Bridport Citizen's Advice Bureau	269	-£200.00
28/03/2023 Chideock News	272	-£700.00
		-1,728.38
Add: any un-banked cash as at 31/3/XX		
	N/A	0.00
Net balances as at 31/3/XX		57,345.26