

**Great Coxwell Parish Council
AGAR Form 2 Bank Reconciliation Report
1 April 2024 to 31 March 2025
pg 8 of 12**

Bank reconciliation template

This reconciliation should include all bank and building society accounts, including short term investment

£

Balance per bank statements at 31 March 2025:

Account 1	23,498.70
Account 2	
Account 3	
Account 4	
Account 5	

Petty cash (if applicable)

Add: outstanding receipts (enter these as positive numbers)

100

Less: outstanding payments (enter these as negative numbers)

100

Balance per cashbook at 31 March 2024

23,498.70

(should agree to Box 8 on Section 2)

Outstanding receipts

This should include any amounts received which have been recorded in the cashbook as being received in the period to 31 March 2025 but which appear on the bank statement after 31 March 2025.

Outstanding payments

This should include any amounts paid which have been recorded in the cashbook as being paid in the period to 31 March 2025 but which appear on the bank statement after 31 March 2025.