

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: **Yarmouth Town Council**

County area (local councils and parish meetings only): **Isle of Wight**

Financial year ending 31 March 2022

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

Date: **20-Apr-22**

	£	£
Balance per bank statements as at 31/3/xx:		
e.g Current Account	29,623.00	
High Interest Account	54,542.00	
Building Society Premium Account		
	_____	84,165.00
Petty cash float (if applicable)		
Less: any un-presented cheques as at 31/3/xx <i>(normally only current account)</i>		
Cheque number		
	_____	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>		
	_____	-
Net balances as at 31/3/xx (Box 8)		<u><u>84,165.00</u></u>