

Bank reconciliation

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree 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 credit and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative numbers.

Name of smaller authority:

County area (local councils and parish meetings only):

Financial year ending 31 March 20xx

Prepared by (Name and Role):

Date: 31/03/2022

	£	£
Balance per bank statements as at 31/3/xx:		
Mansfield Building Society	10,315.04	
NatWest Reserve Account	2.35	
NatWest Current Account	5,453.93	
	<hr/>	15,771.32
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/22 (enter these as negative numbers)		-
	<hr/>	-
Add: any un-banked cash as at 31/3/22		-
	<hr/>	-
Net balances as at 31/3/22 (Box 8)		<u><u>15,771.32</u></u>