

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: Coningsby Town Council

County area (local councils and parish meetings only): East Lindsey District Council

Financial year ending 31 March 20xx

Prepared by (Name and Role): Kathy Roberts

Date: 17/04/2024

	£	£
Balance per bank statements as at 31/3/2024		
CTC Account 1	132,629.68	
CTC Account 2	14,238.20	
Saving Cem Fund	71,214.17	
Show Account	1,815.61	
CATS/DIVSS	4,419.40	
	<hr/>	224,317.06
Petty cash float (if applicable)		-
Less: any un-presented cheques as at 31/3/2024 (normally only current account)		
	<hr/>	0.00
Add: any un-banked cash as at 31/3/2024 e.g Allotment rents banked 30/3/xx (but not credited until 2 April)		-
Net balances as at 31/3/2024 (Box 8)		<hr/> <hr/> 224,317.06