

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 2025" 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: **CARLBY PARISH COUNCIL**

County area (local councils and parish meetings only): **GLEN WARD**

Financial year ending 31 March 20xx

Prepared by (Name and Role): **SARAH GRETTY**

Date: **31/03/2025**

	£	£
Balance per bank statements as at 31/3/xx:		
e.g Current Account	3,443.28	

3,443.28

Petty cash float (if applicable)

-

Less: any un-presented cheques as at 31/3/xx
(normally only current account)

Cheque number 0

0.00

Add: any un-banked cash as at 31/3/xx

e.g Allotment rents banked 30/3/xx (but not credited until 2 April)

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Net balances as at 31/3/25 (Box 8)

3,443.28

JB

14/5/2025

Min Ref

25/26-12 vii