

## Bank reconciliation - Template

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 the Accounting Statements of the AGAR - and will also agree if the accounts are prepared on a receipts and payments basis. Please complete the highlighted boxes, remembering that unrepresented cheques entered as negative figures.

Name of smaller authority: Millbrook Parish Council

County area (local councils and parish meetings only):

Financial year ending 31 March 20XX

Prepared by (Name and Role): Karenza Heald, Clerk / Responsible Finance Officer

Date: 27/05/2025

	£	£
<b>Balance per bank statements as at 31/3/XX:</b>		
[add more accounts if necessary]		
Unity Trust	3,991.78	
Unity Trust	44,667.27	
Unity Trust	38,884.79	
Nationwide Building Society	54,714.76	
CCLA	50,000.0	
account 6		
account 7		
account 8		
		192,258.60
Petty cash float (if applicable)		68.40
Less: any unrepresented cheques as at 31/3/XX (enter these as negative numbers)		
[add more lines if necessary]		
item 1		
item 2		
item 3		
item 4		
item 5		
item 6		
item 7		
item 8		
Add: any un-banked cash as at 31/3/XX		-
		-
<b>Net balances as at 31/3/XX</b>		<b>192,327.00</b>