

Bank reconciliation

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 2020" 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: **Silverton Parish Council**

County area (local councils and parish meetings only):

Financial year ending 31 March 20xx

Prepared by (Name and Role): **Sheila Woodland - Clerk/ RFO**

Date: **xx/xx/xx**

	£	£
Balance per bank statements as at 31/3/2020:		
e.g Current Account	9,732.92	
High Interest Account	9,534.23	
Building Society Premium Account		
		19,267.15
Petty cash float (if applicable)		
Less: any un-presented cheques as at 31/3/2020 (normally only current account)		
Cheque number 2545	(60.00)	
157		
158		
		(60.00)
Add: any un-banked cash as at 31/3/xx e.g Allotment rents banked 30/3/xx (but not credited until 2 April)		
Net balances as at 31/3/2020		19,207.15