

## 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 to Box 7 where the accounts receipts and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative figures.

Name of smaller authority: **Boldre Parish Council**

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

Financial year ending 31 March 2024

Prepared by (Name and Role): **Victoria Thomas, Clerk & RFO**

Date: **20/05/2024**

|                                                                               |           | £        | £               |
|-------------------------------------------------------------------------------|-----------|----------|-----------------|
| <b>Balance per bank statements as at 31/3/24:</b>                             |           |          |                 |
|                                                                               | account 1 | 29,413.1 |                 |
|                                                                               | account 2 |          |                 |
|                                                                               | account 3 |          |                 |
|                                                                               | account 4 |          |                 |
| [add more accounts if necessary]                                              | account 5 |          |                 |
|                                                                               | account 6 |          |                 |
|                                                                               | account 7 |          |                 |
|                                                                               | account 8 |          |                 |
|                                                                               |           |          | 29,413.1        |
| Petty cash float (if applicable)                                              |           |          | -               |
| Less: any unpresented cheques as at 31/3/24 (enter these as negative numbers) |           |          |                 |
|                                                                               | item 1    |          |                 |
|                                                                               | item 2    |          |                 |
|                                                                               | item 3    |          |                 |
|                                                                               | item 4    |          |                 |
| [add more lines if necessary]                                                 | item 5    |          |                 |
|                                                                               | item 6    |          |                 |
|                                                                               | item 7    |          |                 |
|                                                                               | item 8    |          |                 |
| Add: any un-banked cash as at 31/3/24                                         |           |          |                 |
|                                                                               |           |          |                 |
| <b>Net balances as at 31/3/24</b>                                             |           |          | <b>29,413.1</b> |