

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 2024" 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: **Comton Bassett Parish Council**

County area (local councils and parish meetings only):

Financial year ending 31 March 20xx

Prepared by (Name and Role): **Diane Zeitzen Clerk and RFO**

Date: **02.04.24**

	£	£
Balance per bank statements as at 31/3/24:		
Current Account	8,776.93	
		8,776.93
Petty cash float (if applicable)		N/A
Less: any un-presented cheques as at 31/3/24 (normally only current account)		
		N/A
Add: any un-banked cash as at 31/3/24		NIL
		-
Net balances as at 31/3/24(Box 8)		<u>8,776.93</u>

Note: If you hold investments other than in bank deposit or other short-term savings accounts (i.e. long-term investments) these should be excluded from the bank reconciliation and from Section 2, Boxes 1, 7 and 8. They should be shown in Section 2, Box 9 and recorded in the asset and investment register. Long-term investments will include any shareholdings, such as consolidated stock. Further guidance is included within the 'Practitioners' Guide'.