

Bank reconciliation - Template

This reconciliation should include **all** bank and building society accounts, including short term investment account. It **must** agree to Box 8 in the column headed "Year ending 31 March 20XX" in the Accounting Statements of the Authority to Box 7 where the accounts are prepared on a receipts and payments basis. Please complete the highlighted areas, remembering that unpresented cheques should be entered as negative figures.

Name of smaller authority: Boyton Parish Council

County area (local councils and parish meetings only): Cornwall

Financial year ending 31 March 2024

Prepared by (Name and Role): Suzanne Cleave, Clerk and RFO

Date: 10/06/2024

	£	£
Balance per bank statements as at 31/3/2024:		
Current account	9,733.1	9,733.1
Reserve account	10,832.7	10,832.7
		20,565.8
 Petty cash float (if applicable)		-
 Less: any unpresented cheques as at 31/3/24 (enter these as negative numbers)		-
		-
 Add: any un-banked cash as at 31/3/2024		
		-
 Net balances as at 31/3/2024		20,565.8