

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 . It must also agree to Box 7 where the accounts are prepared on a receipts and payments basis. Please complete the highligth remembering that unpresented cheques should be entered as negative figures.

Name of smaller authority:

Spetisbury Parish Council

County area (local councils and parish meetings only):

Financial year ending 31 March 2025

Prepared by (Name and Role):

Steve Pardey, Responsible Financial Officer

Date:

01/04/2025

		£	£
Balance per bank statements as at 31/3/25:			
	1321371	6,173.17	
	1616568	15,072.66	
			21,245.83
Petty cash float (if applicable)			-
Less: any unpresented cheques as at 31/3/XX (enter these as negative numbers)			
	HMRC	(109.40)	
			(109.40)
Net balances as at 31/3/25			<u>21,136.43</u>