

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

Name of smaller authority:

PUCKLECHURCH PARISH COUNCIL

County area (local councils and parish meetings only):

AVON

Financial year ending 31 March 2025

Prepared by (Name and Role):

Daphne Dunning Clerk and Responsible Financial Officer

Date:

17/04/2025

Balance per bank statements as at 31/3/25

Unity Trust

£ 244,038.85

£ 244,038.85

Petty cash float (if applicable)

Less: any unpresented cheques as at 31/3/25 (enter these as negative numbers)

item 1

0.00

Add: any un-banked cash as at 31/3/25

Net balances as at 31/3/25

£ 244,038.85