

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

Name of smaller authority: Droxford Parish Council

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

### Financial year ending 31 March 2023

Prepared by (Name and Role): Ailsa Duckworth Clerk/RFO

Date: 14/06/2023

	£	£
<b>Balance per bank statements as at 31/3/23:</b>		
Current Account	3,560.6	
Cemetery Account	5,563.8	
Instant Access Account	103,982.9	
		113,107.3
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/23 (enter these as negative numbers)		-
Add: any un-banked cash as at 31/3/23		-
<b>Net balances as at 31/3/23</b>		<b><u>113,107.3</u></b>