

Bank reconciliation

This reconciliation must include **all** bank and building society accounts and other short-term investments*. It **must** agree to Box 8 in the column headed "Year ending 31 March 2023" in Section 2 of the Annual Return. It will also agree to Box 7 where the accounts are prepared on a receipts and payments (cash) basis.

Parish Council Name - Blithfield Parish Council – 2023 -2024

Financial year ending 31 March 2024

Prepared by - Fiona Shipley – Clerk/RFO) Date 08.04.24

Balance per bank statements as at 28.03.2024:	£
e.g. Current account	2266.63
High interest account	
savings a/c	5045.08
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Less any un-presented cheques at 31 March 2024

Add: any un-banked cash at 31 March 2024

7311.71

Net balances as at 31 March 2024

The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows:

CASH BOOK

Opening Balance 1 April 2023	7087.43
Add: Receipts in the year	7969.62
Less: Payments in the year	7745.34
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Closing balance per cash book [receipts and payments book] as at 31 March 2024(must equal net balances above)	7311.71
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** **Note:** Long-term investments should be excluded from the bank reconciliation and from Section 2, Boxes 1, 7 and 8. They must be shown in Section 2, Box 9 and recorded in the asset and investment register.*

