

Bank reconciliation

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 2019" in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are prepared on a receipts and payments basis. Please complete the highlighted boxes, remembering that unrepresented cheques should be entered as negative figures.

Name of smaller authority: COPYTHORNE PARISH COUNCIL

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

Financial year ending 31 March 2019

Prepared by (Name and Role): David Rigby, Clerk/RFO to Copythorne Parish Council

Date: 31/03/2019

	£	£
Balance per bank statements as at 31/3/19:		
Current A/C	4,365.93	
Savings A/C	17,613.85	
		21,979.78
Petty cash float (if applicable)		-
Less: any unrepresented cheques as at 31/3/19		-
Add:		
D/D taken in error (bank refunding)	19.50	
		19.50
Net balances as at 31/3/19 (Box 8)		21,999.28

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

CASH BOOK		£
Opening Balance 1/4/18 (year ending 31/3/18 box 7)		23,362.92
Add: Receipts (year ending 31/3/19 boxes 2 & 3)		20007.38
Less: Payments (year ending 31/3/19 boxes 4 & 6)		-21371.02
Closing Balance 31/3/19 (year ending 31/3/19 box 7)		21,999.28