

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

Name of smaller authority: Germoe Parish Council

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

**Financial year ending 31 March 20XX**

Prepared by (Name and Role): Alec Joseph Webb (Responsible Finance Officer)

Date: 01/04/2026

	£	£
<b>Balance per bank statements as at 31/3/26:</b>		
account 1	11,279.0	
account 2		
account 3		
account 4		
[add more accounts if necessary] account 5		
account 6		
account 7		
account 8		11,279.0
 Petty cash float (if applicable)		-
 Less: any unpresented cheques as at 31/3/26 (enter these as negative numbers)		
!00216	(40.00)	
item 2		
item 3		
item 4		
[add more lines if necessary] item 5		
item 6		
item 7		
item 8		(40.00)
 Add: any un-banked cash as at 31/3/26		
<span style="border: 1px solid black; background-color: yellow; display: inline-block; width: 100px; height: 20px;"></span>	-	
 <b>Net balances as at 31/3/26</b>		<b>11,239.0</b>