

Bank reconciliation template

This reconciliation should include all bank and building society accounts, including short term investment : must agree to Box 8 on Section 2 of the AGAR and will also agree to Box 7 where the accounts are prepared receipts and payments basis. Please complete the highlighted boxes, remembering that outstanding paym be entered as negative figures.

DALSTON PARISH COUNCIL

£ £

Balance per bank statements at 31 March 2025:

Account Name:

Current Account	18,040.22
Deposit Account	121,066.68

139,106.90

Add: outstanding receipts (enter these as positive numbers)

	-
	-
	-

-

Less: outstanding payments (enter these as negative numbers)

Chq 793	gravedigger	(620.00)
		-
		-

(620.00)

Balance per cashbook at 31 March 2025

138,486.90

(should agree to Box 8 on Section 2)

Outstanding receipts

This should include any amounts received which have been recorded in the cashbook as being received in the period to 31 March 2025 but which appear on the bank statement after 31 March 2025.

Outstanding payments

This should include any amounts paid which have been recorded in the cashbook as being paid in the period to 31 March 2025 but which appear on the bank statement after 31 March 2025.

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