

**Bank reconciliation template**

**DALSTON PARISH COUNCIL**

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 payables should be entered as negative figures.

£ £

**Balance per bank statements at 31 March 2026:**

Account Name:

Cumberland Buiding Society Current account	<b>21,428.43</b>
Cumberland Buiding Society Deposit account	<b>132,119.85</b>

153,548.28

**Petty cash** (delete this line if not applicable)

**Add:** outstanding receipts (enter these as positive numbers)

	-
	-
	-

-

**Less:** outstanding payments (enter these as negative numbers)

Chq 810 S Diver litter picking gloves	(19.99)
Chq 811 I Davidson gravedigging	(500.00)
	-

(519.99)

**Balance per cashbook at 31 March 2026**

153,028.29

(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 2026 but which appear on the bank statement after 31 March 2026.

Outstanding payments

This should include any amounts paid which have been recorded in the cashbook as being paid in the period to 31 March 2026 but which appear on the bank statement after 31 March 2026.

accounts. It  
ed on a  
ments