

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 Council. It must also agree to Box 7 where the accounts are prepared on a receipts and payments basis. Please complete the reconciliation remembering that unpresented cheques should be entered as negative figures.

Name of smaller authority: **Mylor Parish Council**

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

Financial year ending 31 March 2026

Prepared by (Name and Role): **Anna Pentecost Clerk/Responsible Financial Officer**

Date: **6th May 2026**

	£	£
Balance per bank statements as at 31/3/26		
Current Account	798.0	
Treasurers Account	75,578.0	
account 3		
account 4		
[add more accounts if necessary] account 5		
account 6		
account 7		
account 8		
		76,376.0
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/XX (enter these as negative numbers)		
item 1		
item 2		
item 3		
item 4		
[add more lines if necessary] item 5		
item 6		
item 7		
item 8		
		-
Add: any un-banked cash as at 31/3/XX		
Net balances as at 31/3/26		76,376.0