

Bank Reconciliation

High Offley Parish Council

This reconciliation must include **all** bank and building society accounts and other short-term investments*. It **must** agree to Box 8 in the column headed "Year ending 31 March 2022" in Section 2 of the Annual Return. It will also agree to Box 7 where the accounts are prepared on a receipts and payments (cash) basis.

Parish Council Name: High Offley Parish Council

Financial year ending: 31st March 2022

Prepared by: S. Ridgewell. Clerk & RFO (Name and Position). Date: 29.04.2022

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Balance per bank statement as at 31 March 2022:	19,194.28
Less: any unpresented cheques at 31 March 2022 (normally only current account)	
Total	0
Add: any un-banked cash at 31 March 2021	
Returned Overpayment (19.04.2022)	
Total	1.80
Net balances as at 31 March 2021	19,196.08

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

CASH BOOK

Opening Balance 1 April 2022	10,990.25
Add: Receipts in the year	17,869.04
Less: Payments in the year	9,663.21

Closing balance per cash book [receipts and payments book] as at 31 March 2022 (must equal net balances above)	19,196.08
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*** Note:** Long-term investments should be excluded from the bank reconciliation and from Section 2, Boxes 1, 7 and 8. They must be shown in Section 2, Box 9 and recorded in the asset and investment register.