

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 AGAR - a Box 7 where the accounts are prepared on a receipts and payments basis. Please complete the highlighted boxes, rememr unpresented cheques should be entered as negative figures.

Name of smaller authority: **COLEHILL TOWN COUNCIL**

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

Financial year ending 31 March 2026

Prepared by (Name and Role): **MRS ZOE CADDY, CLERK & RESPONSIBLE FINANCIAL OFFICER**

Date: **20/04/2026**

	£	£
Balance per bank statements as at 31/3/26:		
CURRENT ACCOUNT	42,034.5	
BUSINESS RESERVE ACCOUNT	26,750.9	
C&C 95 DAY NOTICE ACCOUNT	85,000.0	
		153,785.5
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/26 (enter these as negative numbers)		
item 1	0.00	
Add: any un-banked cash as at 31/3/26		
	-	
Net balances as at 31/3/26		153,785.5