

Bank reconciliation

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 2024*” 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, but not when an income and expenditure basis is used.

Parish Council Name DODDINGTON PARISH COUNCIL

Financial year ending 31 March 2024

Prepared by WENDY LICENCE CLERK & RFO (Name and Position) Date 10 MAY 2024

Balance per bank statements as at 31 March 2024:	£	£
e.g. Current account	50.00	
High interest account	14,641	
Building society premium a/c		
		14,691
Petty cash float (if applicable)		
Less: any unpresented cheques at 31 March 2024 (normally only current account)		
1235	13.20	
1344	22.98	
		36.18
Add: any un-banked cash at 31 March 2024		
e.g. Allotment rents banked 31 March 2024 (but not credited until 1 April 2024)		
Net balances as at 31 March 2024		14,654.82
<i>The net balances reconcile to the Cash Book (a receipts and payments account, which should be maintained even if your authority uses income and expenditure accounting) for the year, as follows:</i>		
CASH BOOK		
Opening Balance 1 April 2023	11,760	
Add: Receipts in the year	12,272	
Less: Payments in the year	9,377	
Closing balance per cash book [receipts and payments book] as at 31 March 2024 (must equal net balances above)		14,655