mazars

Attachment 1.1

Bank reconciliation – Example.

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 BLYMHILL AND WESTON UNDERWOOD

Financial year ending 31 March 2024

Prepared by PAUL DELAHOYE PARISH CLERK (Name and Position) Date 14/06/2024

Balance per bank statements as at 31 March 2024:	£	£
e.g. Current account		6789.66
High interest account		
Building society premium a/c		
Petty cash float (if applicable)		
Less: any unpresented cheques at 31 March 2024 (normally only current account)		
Cheque number 634 630 631 632 633		35.94 7.50 7.50 100.00 254.64
		461.62
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		6328.04
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:		
CASH BOOK		
Opening Balance 1 April 2023		5322.96
Add: Receipts in the year		7253.00
Less: Payments in the year		6247.54
Closing balance per cash book [receipts and payments book] as at 31 March 2024 **(must equal net balances above)**		6328.42