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 2023*" 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 ROTHLEY AND HOLLINGHILL PARISH COUNCIL

Financial year ending 31 March 2023 ACTING

Prepared by JULIE FARLTON CLERK (Name and Position) Date 24/5/23

	£	£
Balance per bank statements as at 31 March 2023:		
e.g. Current account	1485–30	
High interest account		
Building society premium a/c		
Petty cash float (if applicable)		
Less: any unpresented cheques at 31 March 2023 (normally only current account)		
Cheque number		
Add: any un-banked cash at 31 March 2023		
e.g. Allotment rents banked 31 March 2023 (but not credited until 1 April)		
Net balances as at 31 March 2023		1485-30

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 2022	811.90
Add: Receipts in the year	2150-00
Less: Payments in the year	1476-60
Closing balance per cash book [receipts and payments book] as at 31 March 2023 **(must equal net balances above)**	1485-30