

Bank reconciliation**SUBJECT TO AUDIT**

This reconciliation should include **all** bank and building society accounts, including investment accounts. It **must** agree to Box 8 in the column headed "Year ending 31 March 2009" in Section 1 of the Annual Return – and will also agree to Box 7 where the accounts are prepared on a receipts and payment basis

Bank Reconciliation

Local Council Name Baydon Parish Council

Financial year ending 31 March 2009

Prepared by__Michael Edmonds Acting RFO Date__15 Oct 2009._____

Balance per bank statements as at 31 March 2009:		£	£
Lloyds TSB 0312232		69916	
Lloyds TSB 1026195		3354.56	
Royal Bank of Scotland 10150791		4615.53	
Nationwide 71159423		4270.62	
Petty Cash		<u>67.27</u>	
			13007.16
Less: any un-presented cheques at 31 March 2009 (
Cheque number 00070		(408)	
00076		(915.87)	
00077		(346)	
00078		(312.50)	
00079		(161)	
00080		(8.74)	
			<u>(2152.11)</u>
Add: any un-banked cash at 31 March 2009			
			<u>10855.05</u>
Net balances as at 31 March 2009			<u>10855.05</u>

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

CASH BOOK

Opening Balance 1 April 2008	12613.47
Add: Receipts in the year	8869.12
Less: Payments in the year	(10627.54)
Closing balance per cash book [receipts and payments book] as at 31 March 2009 (must equal net balances above)	<u>10855.05</u>

Note: If you hold investments other than in bank deposit or other short-term savings accounts (i.e. long-term investments) these should be excluded from the bank reconciliation and from Section 1, Boxes 1, 7 and 8. They should be shown in Section 1, Box 9 and recorded in the asset and investment register. Long-term investments will include any shareholdings, such as consolidated stock. Further guidance is included within NALC/SLCC "Practitioners' Guide 2008".