

Bank reconciliation Attachment 1.1

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 2019" 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.

BANK RECONCILIATION FINANCIAL YEAR ENDING 31 MARCH 2019			
Local Council Name	Draycott in the Clay Parish Council		
Prepared by: Name	Mrs R Hill	Date:	29/04/2019
Role (Clerk/RFO etc)	Clerk / RFO		
Balance per bank statements as at 31 March 2019		£	£
Current account		100.29	
Deposit account		13,842.20	
			13,942.49
Less: any un-presented cheques at 31 March 2019 (normally only current account):		0.00	
None			0.00
Add: any un-banked cash at 31 March 2019:			
None		0.00	
			0.00
NET BANK BALANCES AS AT 31 MARCH 2019			13,942.49

<i>The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows:</i>	
CASH BOOK	£
Opening Balance 1 April 2018:	9,879.56
Add: Receipts in the year:	21,476.20
Less: Payments in the year:	17,413.27
Closing balance per cash book [receipts and payments book] as at 31 March 2019 (must equal net balances above)	13,942.49

* Note: Long-term investments should be excluded from the bank reconciliation and from Section 2, Boxes 1, 7 and 8. They must be shown in Section 2, Box 9 and recorded in the asset and investment register.