Parish Cou
Attachment

Guidance per

Point 1.10 - *"St*
basis, including

Point 5.20 - *"Th*
investments ba
month, care sh

Point 5.175 - *"W*
reported in deta
please see poir

Instructions fo
1. Please fill in
2. Complete the
unbanked cash
3. The final row
should be NIL (
NB: If the autho
copy of the ban

ncil name - PLUCKLEY PARISH COUNCIL
t 1.1 - Bank Reconciliation - Year ended 31 March 2026

the Practitioner's Guide 2025 (selected)

atements reconciling each of the authority's bank accounts with its accounting records nee
at the financial year-end and reviewed by members of the authority".

ne year-end bank reconciliation is a key financial control as it will provide evidence to supp
lance shown in Line 8 in Section 2 of the authority's AGAR. As bank statements may be m
ould be taken, particularly at year-end, to ensure that the statement being reconciled inclu
Vhere an authority holds short-term investments such as deposit or savings accounts, all y
ail within the bank reconciliation and be included in the sum of line 8". For more informatio
nt 2.23 of the Practitioner's Guide 2025.

or completing this template
the figure from the Annual Governance and Accountability Return (AGAR) for the Box 8 C
e relevant sections to disclose the value of any cash held at bank accounts, any other cash
and any unpresented cheques. Each section includes a total and this will feed into a Net I
calculates a difference between the Box 8 value per the AGAR and the adjusted bank ba
or round to nil) for the balance to be satisfactorily reconciled.
ority has either total income (Boxes 2+3) or total expenditure (boxes 4+5+6) above £500,0
nk statement(s) showing the value of the bank account(s) at 31 March 2026 to support the

Box 8 Cash and Cash Equivalents

Bank Statement Balances
Current account
Savings account
Total Cash at Bank

Additional Balances e.g., petty cash, short-term investments

Total Additional Cash Balances

Total Balances at 31 March 2026

ADD unbanked cash
Total Unbanked Cash

LESS unpresented cheques
Total Unpresented Cheques

Net Balances at 31 March 2026

Difference

ɘd to be prepared on a regular

ort the total cash and short-term
ıade up to different dates in the
des balances as at 31 March".

ʼear-end balances must be
n on short-term investments,

ash and Cash Equivalents balance.
ı amounts e.g., petty cash, any
Balances figure towards the
lance at 31 March 2026. This

0, the authority must provide a
figures per this template.

95 725 33

2 923 10
92 802 23
95 725 33

0 00

95 725 33	*calculated figure*

0 00

0 00

95 725 33	*calculated figure*

0 00	*calculated figure*