Paper 4 – Bank Reconciliation for approval

Thurston Parish Council

Paper: Paper 4 – Agenda Item 12d
Reason: To receive Bank Reconciliation for approval
Period covered: 1 to 31 October 2026
Presented to Council: Full Council Meeting 4 November 2026
Date: 02.11.2026
Author: Responsible Financial Officer (RFO)

Summary

Bank reconciliations within Parish Councils involves comparing the council's financial records with the bank statement to ensure that both are accurate and consistent.

This process helps identify discrepancies, such as missing transactions, bank charges, or direct debits and ensures the council's financial records are up-to-date and accurate.

The Parish Council has bank accounts with Lloyds Bank, Redwood Bank and Unity Trust which need to be reconciled individually.

All bank accounts are reconciled to provide a comprehensive check on the overall bank position.

The Vice-Chair as the lead Internal Controller and as a non-signatory shall sign the reconciliations as evidence of verification at Council meetings and this activity will be minuted accordingly, in accordance with Section 2.6 of the Council's adopted Financial Regulations, (a member other than the Chair shall be appointed to verify bank reconciliations for all accounts and will sign and date the reconciliations quarterly for reporting to the Council.

Council has chosen to undertake this activity on a monthly basis.

Recommendation

Council is asked to receive the bank reconciliation for approval.

Period covered: 1 to 31 October 2026

Bank	Detail	Balance on 31 October	
Lloyds Current ending	4092	£483,707.28	
Lloyds Instant Access	1721	£587,607.48	
Lloyds Fixed Term Deposit	6948	£100,000.00	
Redwood 95 Day Notice	6517	£120,836.94	
Unity Trust Current Account	3592	£ 19,199.59	
Unity Trust Instant Access	3602	£121,698.52	
Lloyds 367 Fixed Term Deposit	24044674LS	£200,000.00	*NEW*
TOTALS		**£1,633,049.81**	

Presented by: .....
Mrs V Waples, Responsible Financial Officer

Countersigned by: .....
Mr B Rainbow, Vice- Chair and Internal Controller