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HARTINGTON UPPER QUARTER PARISH COUNCIL

Minutes of the Extraordinary Parish Council Meeting

Monday, 16th May 2023

Attending:

Parish Councillors: Andrew Bennet (Stepping down), Ray Mellor (Chair), Simon Oliver (Vice Chair)
Mick Staden

Clerk: Tarrah Staden

Principal Councillors: None.

Members of the Public: None

16/05/2023/01	Apologies
	1.1) No apologies were received
16/05/2023/02	Purpose of the meeting
	2.1) Feedback on the visit to Natwest Bank – Macclesfield 2.2) Feedback on the challenges with conducting business without Online Banking
16/05/2023/03	Resolutions
	3.1) It was proposed (Simon Oliver) and Seconded (Ray Mellor) and agreed that application be made to RBS to remove the following legacy signatories on the HUQPC Accounts held with Royal Bank of Scotland (RBS) – this is to be actioned by Andrew Bennett as the only remaining signatory valid on the account. <ul style="list-style-type: none">• John Bennet• Linda Horne• Frank Kirkham• Llyod Melland• Tracey Stafford• Steve Wardle 3.2) It was proposed (Simon Oliver) and Seconded (Ray Mellor) and agreed to retain Andrew Bennet as a signatory on account for a period of two months following the changes while the accounts signatories are resolved, validated, and online banking established. 3.3) It was proposed (Simon Oliver) and Seconded (Ray Mellor) and agreed that the newly appointed councillors of the Parish be added to the account with a signatory mandate as follows: <ul style="list-style-type: none">• Ray Mellor• Simon Oliver• Mick Staden

	<p>3.4) It was proposed (Simon Oliver) and Seconded (Ray Mellor) and agreed that the newly appointed councillors of the Parish be given online banking access acknowledging that to be able to achieve this, the Parish controls of multiple signatories on any expense could not be achieved using the banking controls and other supporting controls would need to be adopted.</p> <p>3.5) It was proposed (Simon Oliver) and Seconded (Ray Mellor) and agreed that all expenditures be recorded in the minutes and agreed upon prior to payment, and require a minimum of three councillors in agreement in order to approve payments prior to a payment being actioned. In effect, expenditure control will be taken within the Parish Councils' own systems and policies and will remove reliance on RBS.</p> <p>3.6) It was proposed (Simon Oliver) and Seconded (Ray Mellor) and agreed that for the purposes of banking with RBS, the accounts held by the bank be moved to a single signature authorisation to facilitate an online banking application.</p>
16/05/2023/04	Any Other Business
	4.1) None