



Chiddingfold Parish Council

The Banking House
The Green
Chiddingfold
Surrey
GU8 4TU

Chairman: Councillor Daniel Hall
Clerk: Lauren Blatherwick CiLCA PSLCC
RFO: Andy Beams
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[DRAFT] PARISH COUNCIL MINUTES – 25 SEPTEMBER 2020

Minutes of the Parish Council Meeting held remotely on Friday 25 September 2020 at 18:00, as permitted by The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Cllrs Present: Susie Forrest (SF), Anthony Johnson (AJ), Roger Underwood (RU), Tony Wiener (TW)

In attendance: Lauren Blatherwick (Clerk)

Members of the Public: 0

1.00 APOLOGIES FOR ABSENCE

Apologies were received and noted from Cllr Ian McKie.

Absent: Cllrs Daniel Hall (Chairman), Christine Tebbot (Vice-Chairman), Peter Little.

2.00 DECLARATIONS OF PERSONAL OR PECUNIARY INTEREST (DPI)

None

PUBLIC PARTICIPATION – No session as no public present and no written submissions

3.00 BANKING ARRANGMENTS

The council has appointed a locum Responsible Financial Officer (RFO), Andy Beams, following resignation of the previous officer, Suzanne Frossard. Changes banking arrangements to reflect the current staffing arrangements were considered.

3.01 BANK MANDATE

RESOLVED (unanimous): To approve changes to the Bank Mandate with Lloyds to remove Suzanne Frossard from the mandate and add Andrew Beams to the mandate (full power signatory).

3.02 ONLINE BANKING

RESOLVED (unanimous):

1) To authorise online banking access for the Council's accounts with Lloyds for i) Andy Beams (locum RFO) and ii) Lauren Blatherwick (Clerk).

2) To approve a second officer having access to on-line banking not withstanding Financial Regulation 6.3 until such time as Council rescinds this access on the appointment of a permanent RFO, or Financial Regulations are changed, whichever is the sooner.

3.03 CHEQUES

RESOLVED (unanimous):

1) To approve the signing of cheques by the Clerk, in place of the Responsible Finance Officer, pending the amendment of the mandate.

2) To NOTE that payments due on the September Order to Pay for electronic transfer, were made by cheque and these cheques were signed away from a meeting of the Council.

4.00 DATE OF THE NEXT MEETING

NOTED the date of the next Parish Council meeting will be 8 October 2020 at 6pm.

DRAFT