

Minutes of the proceedings of the Siston Parish Council extraordinary meeting held remotely via Zoom on Tuesday 24th November, 2020 at 10.30 am

Present – Parish Councillors Andrew Stacey (Chair), James Hackett, Alan Bryant, Gloria Smith, Jon Gadsden, Pippa Maytham and Jonathan Maytham.

Ali Adams – newly appointed Clerk.

Ellen Kenny – minute taker.

32. Apologies for Absence

None required.

33. Declarations of Interests under the Code of Conduct adopted 19th July, 2012

a. None declared.

34. Minutes of the Meeting of Thursday 15th October, 2020

Resolved: the minutes were passed and will be signed as a correct record when Covid 19 lockdown restrictions have been lifted and meetings in person can be arranged.

35. Public Participation

None present.

36. Welcome new Clerk

a. Cllr. Stacey, Chair extended a welcome to and introduced Ali Adams to members. The Chair asked members to introduce themselves and provide Ali with a brief overview of their particular areas of interest both within council and relevant, external areas of special interest.

37. Finance

- a. Members were advised that due to covid 19, changes in members during the year and the appointment of the new Clerk that the mandates held with HSBC and NS&I needed to be updated. Unfortunately, due to covid, not all current members could meet to sign the mandates in person therefore the signatories would be limited to four – Cllrs. Stacey, Bryant, Hackett and Gadsden and the new Clerk to allow for the management of and access to the accounts on behalf of council.
- b. HSBC - members were asked to consider for approval:
- (3) The HSBC accounts be continued and that (3ia.) all cheques and instructions for payment on behalf of the council can be approved by three of the listed signatories and that (3ib.) not relevant and (3ic.) accept

that any three of those listed are fully empowered to act on behalf of council and (3id.) accept the Clerk and Responsible Financial Officer is fully empowered to enter into electronic and/or telephone banking services and (iii) that any three of those listed can authorise the supply of lists of persons authorised to sign

Resolved: members unanimously approved the HSBC mandates be updated and asked Cllr. Stacey, Chair to sign approval and for arrangements to be made for Cllr. Gadsden and Ali Adams, Clerk to sign.

(NB Cllrs. Hackett and Bryant to continue and, as already listed as signatories, did not need to sign).

c. NS&I – members were advised that it was necessary for all signatories to sign to change mandate held.

Resolved: members unanimously approved the NS&I mandate be updated and signed to include existing signatories Cllrs. Stacey, Bryant and Hackett and add Cllr. Gadsden and newly appointed Clerk to receive correspondence and allow access. (NB Cllrs. Stacey, Bryant, Hackett and Gadsden to sign plus Ali Adams).

All signing arrangements to be made socially distanced, observing all covid 19 guidance.

Date of next meeting: 17th December, 2020 (subject to change if covid restrictions ease).

Meeting closed at 11.09 am

Confirmed and signed Chairman.....

Date.....