

BRANDESTON PARISH COUNCIL

Clerk: Mary Mitson-Woods 01728 684026 parish.clerk@brandeston.net

Dear Councillors

You are requested to attend an Extraordinary Meeting of Brandeston Parish Council to be held on **Thursday 6th December 2018 at 7pm** in the committee room of the Village Hall.

Please use the back door that leads directly into the meeting room as the main hall will be in use.



Councillor Dr CW Elson
Chairman of Council
30th November 2018

AGENDA

5-1819/1 Welcome from the Chairman

5-1819/2 To receive and accept apologies for absence

5-1819/3 To receive any Declarations of Interest

5/1819/4 To receive and sign as a true record the minutes of the Meeting held on 13th November 2018 (*Circulated and on website*)

5/1819/5 Financial Matters

The following proposals to be addressed: -

- i. In the light of failures by Barclay's Bank the Council changes it's banking arrangements to HSBC using the Saxmundham branch.
- ii. That two accounts are opened at HSBC with the following signatories: -
Brandeston Parish Council Account – Councillors Elson, Norman and Churchill
Brandeston Parish Council 100+ Club Account – Councillors Elson, Duffy and Kirton
- iii. That the account is operated online with checks and balances compliant with good practice
- iv. That a Councillor is authorised to be given the access codes in order to make spot checks that all payments can be linked back to a relevant Minute authorising the payment.

5/1819/6 Date of next meeting: Tuesday 8th January 2019