

# Charlton Musgrove Parish Council

Minutes of the Extraordinary meeting of the Parish Council held via 'Zoom'  
on Wednesday 14 December 2020 (18.00 –18.07)

**In attendance:** R Bastable, B Izard, A Sutton, S Moore, R Kimber, D Rochford  
**Parish Clerk:** Fran Hill

**Public Open Time:** no members of the public were in attendance.

**CMPC 12-2/01 APOLOGIES FOR ABSENCE.** There were no apologies for absence received.

**CMPC 12-2/02 DECLARATION OF INTEREST:** None received

**CMPC 12-2/03 MANDATE FOR SIGNATORIES**

Cllr Bastable explained that he had managed to speak to someone at HSBC and it was evident that they had not acted on former correspondence or the signed mandates which had gone into the Wincanton branch. These have not been accepted. The only signatories on the bank account were Cllr Bastable and Cllr Kimber. The bank informed him they allow most small cheques through but for any significant amount they were checked against the mandate the Coventry office had.

It was agreed that **the Clerk** would complete the form for Cllrs Izard, Sutton and Moore as well as herself to be added as signatories. It was further noted that Cllr Rochford and Cllr Turk would remain non-signatories so they could independently be called on to oversee our financial systems at the year end.

It was also suggested that the Clerk re-send the documentation with the change of address as this does not seem to have been acted on yet.

**The Proposal** is to complete a new signatory mandate for HSBC in order to allow the new signatories and change of contact and address.

**Proposed By:** Cllr Sutton **Seconded:** Cllr Kimber  
**Resolved 6 – 0 – 0**

**CMPC 12-2/04 DATE OF NEXT MEETING:** Tuesday 19 January 2021 7.30pm

There being no further business, the meeting closed at 18.07-