

# St Mellion Parish Council

## Extraordinary Meeting

### Wednesday 22nd June 2016 at 2pm in the Church Hall, St Mellion

## Minutes

**In attendance:** Cllr Ian Waite (IW), Vice Chair (Chair of meeting); Cllr Anita Brocklesby (AB); Cllr Steve Crook (SC); Cllr Geoffrey Postles (GP); Christine Douglas (CD), Clerk to the Parish Council.

No members of the public.

#### 1. Councillor matters

##### 1.1 To receive apologies for absences

Cllr Ken Henley, Chair; Cllr Jean Dransfield.

##### 1.2 To receive declarations of pecuniary interests

None.

##### 1.3 To receive declarations of non-registrable interests

None.

##### 1.4 To approve written requests for dispensations

None.

#### 2. Questions from the public

None.

#### 3. Parish Council bank account

##### 3.1 To discuss switching the bank account bank from HSBC to Lloyds

**Discussion:** On 14.7.15, the Parish Council noted the Saltash branch of HSBC was due to close in August 2015. Since then, banking has been by phone. The situation was reviewed in December 2015 and considered acceptable. On 8.3.16, CD reported several failed and time-consuming attempts to pay Survey Monkey by BACS. IW visited Tavistock branch and was told three Councillors had to attend in person to authorise the payment. A further call to HSBC Head Office resulted in a letter of instruction being signed by three Councillors (dated 9.3.16) and this being taken by IW to Tavistock branch to ensure it was received on time and there were no issues with it. On 10.5.16, CD reported that payment by letter will not be allowed after 30.6.16. A replacement system has yet to be confirmed. On 16.6.16, CD inquired about setting up a second bank account to receive community benefit and compensation payments. HSBC confirmed this requires a new mandate with all Councillors and the Clerk having to attend the Launceston branch. This is inconvenient and will take several months for the account to be live. Given ongoing difficulties of using a bank without a local branch, and mindful of elections in May 2017 that may lead to new mandates on two accounts, CD looked into opening an account with Lloyds which has branches in Callington and Saltash. An application can be made by phone, Lloyds will switch the account from HSBC (to transfer direct debits for EE and NEST), and it should be live within ten working days. A second account can be set up without a separate mandate.

CD had pre-circulated Lloyds T&Cs and Councillors had no queries.

It was proposed by IW, seconded by GP and **RESOLVED**

To switch the Parish Council bank account from HSBC to Lloyds, with Saltash as the nominated branch, as soon as possible.

##### 3.2 To discuss opening a secondary bank account to handle community benefit and compensation payment transactions

**Discussion:** For audit and housekeeping reasons, it is prudent to keep community benefit and compensation payments separate to the ongoing, day-to-day transactions of the Parish Council. Cornwall Council's Section 106 team also supports this approach.

It was proposed by IW, seconded by GP and **RESOLVED**

To open a second Parish Council bank account to handle community benefit and compensation payment transactions, once the switch from HSBC to Lloyds has been completed.

#### 4. To agree wording on replacement finger for Amytree signpost

CD had circulated a Google Earth photo of a new Cornwall Council sign at Amytree which says

'Callington 1 3/4 miles'. IW had visited the site and confirms the missing finger pointed towards Callington along the St German's road.

It was proposed by IW, seconded by GP and **RESOLVED**

That the wording 'Callington 1 3/4 miles' is used for the replacement finger of the Amytree signpost.

It was proposed by IW, seconded by GP and **RESOLVED**

Under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, to exclude the public and press from the meeting for the business specified: to discuss legal matters relating to the proposed site of the northbound village bus shelter.

The public session of the meeting closed at 1415.

I certify that these minutes are a true reflection of the St Mellion Parish Council extraordinary meeting held on 22nd June 2016.

**Signed**

**Name** Geoffrey Postles

**Position** Parish Councillor

**Date** 12th July 2016