

TROWSE with NEWTON PARISH COUNCIL

The Manor Rooms, The Street, Trowse, Norwich NR14 8ST

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**Minutes of the Extraordinary Meeting of Trowse with Newton Parish Council
held on Wednesday, 12 June 2019 at 10.00am
in the Manor Rooms, The Street, Trowse**

Present:

Cllr J Smerdon – presiding

Cllr H Smith

Cllr D Price

Cllr H Bowers

Cllr C Bowers

Cllr P Greenizan

Gina Lopes – Clerk to Trowse with Newton Parish Council – in attendance

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2019/017) Apologies for absence

Apologies for absence were received and accepted as follows:

Cllr J Peart - holiday

Cllr M Haynes - work

Cllr A Greenizan	-	unavailable
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2019/018) Declarations of interest

None received

2019/019) Management of bank account

Urgent actions to reinstate the function of the bank account

a) Appointment of signatories – Cllr Smith advised the latest mandate had failed as one of the previous signatories was refusing to co-operate with changes to the account. Cllr Smith has not been confirmed as a new signatory and the Clerk has never been appointed a signatory making liaison with Lloyds very difficult. All four previous signatories need to be removed.

A new account is being progressed with Barclays bank with Cllr Smith, Cllr Smerdon and Cllr H Bowers as agreed signatories and the Clerk to be added at a later date to enable her to have access.

The Chairman thanked Cllr Smith for doing an excellent job with the banking arrangements.

On the motion of Cllr Smerdon, seconded by Cllr Price, it was

RESOLVED Cllr M Haynes will also be a signatory for bank accounts and, therefore, agreed cheque signatories are Cllr Smerdon, Cllr Smith, Cllr H Bowers, Cllr Haynes.

b) Removal of existing signatories –

On the motion of Cllr Smerdon, seconded by Cllr Price, it was

RESOLVED to remove the existing signatories on the bank accounts:- Kerry Prentice, Colin Steward, Charlotte Brown and Lyn Fabre

c) To secure financial assistance from South Norfolk District Council –

Cllr Smerdon reported he had contacted Mr Simon Bessey, Head of Finance at South Norfolk Council, to seek assistance and financial support whilst the Parish

Council bank account was inoperable. It has been agreed South Norfolk Council will make the necessary payments on behalf of Trowse with Newton Parish Council until the banking issues are resolved.

On the motion of Cllr Smerdon, seconded by Cllr Price, it was

RESOLVED to accept the financial agreement with South Norfolk Council as an interim measure.

On the motion of Cllr Smerdon, seconded by Cllr Price, it was

RESOLVED all new invoices must be presented to Council in the usual way and authorised by two signatories before being passed to South Norfolk Council for payment, existing unpaid cheques may be forwarded

d) Offer of Assistance - Cllr Smith and Cllr Smerdon had been in communication with Cllr David Hwer, an experienced Councillor from a neighbouring parish. Cllr Hwer had offered to assist the Parish Council and it was highlighted he would be an independent and experienced person which was important for transparency.

The Clerk confirmed she had been in contact with the County Officer, NorfolkALC, CEO LCPAS, South Norfolk Council and the Internal Auditor since the current issues began following the resignation of all previous signatories and sought advice. The Clerk advised she was happy to work with Cllr Hwer and welcomed his assistance.

On the motion of Cllr Smerdon, seconded by Cllr Price, it was

RESOLVED Cllr Hwer is authorised to assist Trowse with Newton Parish Council with the current banking issues and work with the Clerk on this matter to enable reinstatement of the bank account and full function of the Council.

ACTION: CLERK/JS/MH/HS/HB

Meeting closed at 10.55am

A large, stylized handwritten signature in dark ink, located in the lower right quadrant of the page. The signature is composed of several loops and flourishes, making it difficult to decipher as a specific name.