

Westbury Sub Mendip Parish Council

MEETING Date: ...Wednesday 7th December.....

<p>Agenda Item: Insert wording to appear on the agenda. Remember to make it clear what you are asking your fellow Councillors to do. "To consider..." " To note..." "To review..." "To resolve..."</p>	<p>Proposal to add Councillors to the online system with Lloyds Bank to enable dual authorisation for payments</p>
<p>Background Information: Insert as much information as possible so that councillors have the detail that they need in order to make an informed decisions</p>	<p>Councils should have dual authorisation in place in order for payments to be made, this is normally two signatures on a cheque, but in the modern age where payments have moved online banks can set up dual / triple authorisation where the RFO will set up the payment and then Councillors log into the bank account and authorise payments.</p> <p>There are currently eight Councillors on the Bank Mandate although several tries have been made to remove three old ones.</p> <p>If approved the relevant Councillors will need to apply for online access, once approved a card and machine will be sent to them directly to enable online access</p>
<p>Costs: Insert detail of any costs associated with the decision that you are asking the council to make</p>	<p>There are no extra costs involved</p>
<p>Recommendation Insert the resolution that you are seeking ie; "to resolve to..." "to note that ..."</p>	<p>It is the recommendation that the Parish Council set up triple authorisation, the RFO sets up the initial payment and then two Councillors login and approve the payment, this can also be dual authorisation where only one Councillor logs in to approve the payment.</p>

PLEASE NOTE

Agenda item requests must be received by the Clerk at least 10 days before the meeting at which you'd like your item to be considered.