

**UNADOPTED  
POLEGATE TOWN COUNCIL**

Minutes of the Finance and Policy Committee meeting held on Monday 7<sup>th</sup> September 2015  
Council Chambers 49, High Street, Polegate 6.15pm

**Present:** Cllrs D Murray (chair), S Shing, M Falkner, B Goodwin, D Watts (ex officio) Mrs M Piper (ex officio), E Board (7)

**Not Present**

No members of the public present

Minute Number	Resolution
<b>11457</b>	<b>Opportunity for Public Comment</b> None
<b>11458</b>	<b>Apologies for absence</b> None (all present)
<b>11459</b>	<b>Declarations of interest in any items on the agenda</b> None
<b>11460</b>	<b>Minutes of the Finance &amp; Policy Committee Meeting of 5<sup>th</sup> June 2015 (already adopted by Full Council)</b> <b>It was resolved to agree the minutes and they were duly signed by the chair as an accurate record. VOTE All in favour Cllrs D Murray, S Shing, M Falkner, B Goodwin, D Watt, S Shing, M Piper</b>
<b>11461</b>	<b>Approval of Accounts for payment to the value of £23,413.99</b> <b>It was resolved to approve the payments schedule of £23,413.99 VOTE All in favour Cllrs D Murray, S Shing, M Falkner, B Goodwin, D Watts, S Shing, Mrs M Piper</b>
<b>11462</b>	<b>To discuss and if required make a decision on changes to Polegate Town Council bank account(s) – potentially changing provider</b> The chair of finance explained the situation with the bank accounts and charges and asked the clerk to update the committee on the latest information.  The clerk stated that she had met the account manager and he was going to be providing information based on last years transactions to give an approximate idea on what the costs would be to keep the bank account with Barclays. The clerk also explained that she had spoken to local clerks to see how they did their payroll via BACS and the banks they were using.  The clerk was asked to look into some local banks commercial charges such as HSBC, NatWest, Unity Trust, Lloyds and the Post Office and to make a report back to the committee.  A Councillor stated that most banks charged for commercial accounts and that a few treated councils as non commercial. The clerk stated that she would circulate a note with the charges proposed (by Barclays) to the committee.  A Councillor commented that the committee should consider the BACS payroll payments at the same time as any thoughts on changing the bank account. A Councillor commented that his other parish used electronic payments. There were concerns over the audit trail and it was suggested that any payments made electronically needed to follow a strict regime. The clerk commented that she had made some brief enquiries and that there were methods to enable the clerk to process the payment and have a Councillor authorise the payment online. (2

	signatures on the payment slips could be obtained.) In summary the clerk was asked to prepare further information once known and bring that back to the committee when possible.
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The meeting closed at 6.30pm

Signed by \_\_\_\_\_ Chair of Finance & Policy

Dated \_\_\_\_\_