

**Langsett Parish Council**  
**Minutes of the Extraordinary Meeting held remotely at Langsett Barn, Langsett**  
**on Monday 11<sup>th</sup> October 2021 at 6.30pm**

The Chairman of the Council convened a Extraordinary Meeting of Langsett Parish Council which was held at the Barn, Langsett at 6.30pm.

*Langsett Parish Council Standing Orders 2020 paragraph 6 sub-section (a)*

**Present:** Cllr Peter Horner (Chair), Cllr Linda Taylor, Cllr Susan Barnes, Cllr Brailsford, Cllr Hammond and Avril Sturdy (Clerk & RFO)

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**21/22 EM1** It was **resolved** to add agenda item 5 to the meeting agenda relating to the authorisation of payment of the room booking for the meeting.

**21/22 EM 2** **Apologies for absence and Declaration of Interest**  
No apologies received and no declarations of interest

**21/22 EM3** **Financial Regulations and Risk Assessment Policy**  
In order to meet the requirements of the mandate regulations for the transfer to the new bank, the amended Financial Regulations and Risk Assessment Policy form circulated to Councillors) was approved and it was **resolved** to adopt the amended Financial Regulations and Financial Risk Assessment Policy dated 11<sup>th</sup> October, and were duly signed by the Chairman and Clerk.

**21/22 EM4** **Transfer of the Parish Council bank account**  
**(A)** It was **resolved** that the following resolutions be adopted in order to proceed with the transfer of the Parish Council banking facility:  
- It was resolved that a banking relationship will be maintained with National Westminster Bank Plc ("the Bank") in accordance with this mandate and that:  
(a) The individuals identified as authorised signatories may, in accordance with the signing rules, sign cheques and give instructions for Standing Orders, Direct Debits, Electronic Payments, Banker's Drafts and other payments on the accounts even if it causes an amount to be overdrawn or exceed any limit.  
(b) Any authorised signatory may give other instructions or requests for information to the Bank in relation to the accounts; opening accounts with the same signing rules and authorised signatories; closing accounts; or other banking services or products.  
(c) The Bank may accept instructions that do not have an original written authorised signature provided the Bank is satisfied that the instruction is genuine and subject to any other agreement the Bank may require for those instructions.  
(d) The organisation will provide to the Bank (if requested) a copy of its standing orders and any amendment to the standing orders, certified as correct by the Clerk.  
(e) This mandate will continue until the organisation gives the Bank a replacement mandate.  
  
**(B)** It was **resolved** to complete and sign the necessary forms required to transfer bank accounts from HSBC to Nat West Bank including the Current Account Switch Service banking form

**(C)** It was **resolved** to accept and sign the terms and conditions of Nat West Bank

**(D)** It was **resolved** to complete and sign any necessary forms to allow the moving of Parish Council funds from current HSBC to Nat West Bank including the Entity Self Certification form

**(E)** It was **resolved** that the Clerk complete and arrange for any required signatures to any further forms which may be received and require completion from either HSBC or Nat West Bank to allow the transfer to proceed prior to the meeting of the Parish Council on Monday 1<sup>st</sup> November 2021.

**21/22 EM5 Financial Matters**

The cost of the room booking for the meeting was agreed and it was **resolved** to raise a cheque for £5 to PDNPA.

**21/22 EM6 Date of next meeting** - The date of the next meeting will be Monday 1<sup>st</sup> November 2021 at the Barn, Langsett at 7.30pm

Signed:

Chair \_\_\_\_\_ Clerk \_\_\_\_\_ Date \_\_\_\_\_