

Arrangements for move to internet banking for the Parish.

In September the Parish Council determined to move its accounts (both current and reserve) from Nat West to Unity Trust Bank, in order to facilitate full internet banking and BACS payments with dual signatory¹ authorization system (**Min. 19.09.11.2 refers**). The online application form has now been completed and additional documentation submitted (budget, precept request, standing orders).

Authorizations are as set out below:

Hilary Workman (Clerk & RFO)	Administrator View accounts and submit payments
ClIr John Barton	View accounts and authorise payments
ClIr Paul Couzens	View accounts and authorise payments
ClIr Michael Lavelle	View accounts
ClIr Kerry Merritt	Authorise payments
ClIr Sandy Thwaite	View accounts and authorise payments
ClIr (Frederick) Charles Townsend	View accounts and authorise payments

For both internal transfers between linked Unity Trust Accounts, and to make external bill payments or standing orders:

Triple Authority: payments are made by three users, with one user submitting the payment and two others authorising it

For transactions over £5,000, three users to be involved.

Recommendation:

That the Submission Form and Account Transfer Request for Unity Trust Bank (WPC.20.0203, Appendices A & B) be signed and submitted as part of the requirements for transferring banking arrangements from National Westminster Bank to Unity Trust.

¹ Whereby the Clerk sets up BACS payments which are then authorised by two Councillors as signatories.