

Subject: Bank accounts and authorisation of payments
From: Tim Light <tim.light1@hotmail.co.uk>
Date: 04/06/2022, 13:09
To: Parish Clerk East Tisted <clerk@easttisted-pc.gov.uk>
CC: Sandra Nichols <sandra.nichols@easttisted-pc.gov.uk>

Dear Helen

Yes there is an increasingly difficult issue for some smaller Parish Councils who are facing the need to consider electronic banking.

I would suggest that the best way forward is to consider Unity Trust Bank who have become established in the Town And Parish Council Sector.

You can open a bank account on-line and you are able to utilise the facilities to pay in monies and make withdrawals from the Post Office.

As for the need to ensure that the approval/authorisation process for making payment is made secure, the Council will need to allocate 2 Councillors who can be mandated to approve payments on line.

There are a few ways that this can be achieved either by remote password that each Councillor would have to sign in and approve payments or if the Councillors prefer to do this face to face at Council meetings where you can have the laptop available for them to press the approval button at that time.

If you need to discuss this in more detail the Unity Trust Bank have dedicated managers who will be pleased to guide you to requirements you need for the Council. You should be able to find the details on their website on how to get in touch.

Only one current issue as it seems that there may be a delay in setting up new accounts until the bank is satisfied that all of those mandated on the bank account have been vetted.

Please let me know if you need any further information.

Best wishes

Tim

Tim Light FMAAT
Lightatouch

7 Hodder Close, Chandlers Ford, Hants, S053 4QD. Tel: 07762 780605

Email: Tim.Light1@hotmail.co.uk

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-----Original Message-----

From: Parish Clerk East Tisted <clerk@easttisted-pc.gov.uk>

Sent: 02 June 2022 11:01

To: Tim Light <tim.light1@hotmail.co.uk>

Cc: Sandra Nichols <sandra.nichols@easttisted-pc.gov.uk>

Subject: Bank accounts and authorisation of payments

Dear Tim,

No rush but perhaps you can help with some advice.

ETPC bank account is with TSB, we have been unable to get online payments with two authorisations working so are having to pay everything by cheque. This is increasingly unpopular with suppliers. As far as I can establish the only way that we are going to be able to manage to make payments electronically is to change the bank mandate so that payments require only one signature/authorisation. Obviously this is not ideal from a financial control perspective.

Have you seen any suitable arrangements at other PCs that we might be able to adopt? Or recommendations for bank accounts?

Thanks, Helen

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Clerk East Tisted

Please replace e-mail clerk.easttisted@parish.hants.gov.uk with clerk@easttisted-pc.gov.uk