



Brundall Parish Council

Minutes of the Extraordinary Meeting held on Thursday 10th February 2022 at 19:00 at Brundall Memorial Hall, Brundall

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| Present: | | |
| Chairman: Cllr K Wilkins | | |
| Cllr J Warns, Cllr M Savory, Cllr A Bonham, Cllr G Buckley, Cllr P Gabillia, Cllr J Mickelburgh, | | |
| Parish Clerk(s): S Smyth, C Dickson | | |
| | <i>Details</i> | <i>Action</i> |
| | <p>Housekeeping</p> <p>The Chairman welcomed those in attendance.</p> <p>The meeting is normally live-streamed via Facebook but the majority of this meeting is in closed session.</p> | |
| 2022-0017 | <p>Apologies for Absence</p> <p>Cllr J Warne, Cllr L Britt, Cllr G Abbott, Cllr C Whitehouse. Accepted.</p> | |
| 2022-0018 | <p>Declarations of Disclosable (DPI) or Non-Disclosable Pecuniary Interests (NDPI)</p> <p>None received.</p> | |
| 2022-0019 | <p>Public Participation</p> <p>No public in attendance.</p> | |
| 2022-0020 | <p>Finance</p> <p><u>HSBC Mandate</u></p> <p>Since publication of the agenda HSBC say they have updated the mandate for Cllrs Wilkins and Savory and the Clerk to be signatories. However if this turns out to be inaccurate the Council confirmed the addition of Cllr Kevin Wilkins and Cllr Michael Savory as signatories for the HSBC bank account and Parish Clerk Sharon Smyth as the primary user of the HSBC bank account and Deputy Clerk/RFO Claudia Dickson as the secondary user.</p> <p><u>Increase in the daily transaction limit from £10,000 to £100,000</u></p> <p>The Council debated increasing the HSBC daily transaction limit from £10,000 to £100,000. There is not dual authorization for online banking and therefore it was decided this was not an acceptable risk. Any payments over £10,000 will be made by cheque.</p> <p><u>Opening a new bank account with Unity Trust</u></p> <p>The Council approved opening a new bank account with Unity Trust and appoint Cllr Kevin Wilkins, Cllr Michael Savory, the RFO Claudia Dickson and the Clerk Sharon Smyth to be signatories. Cheques and online payments will be made by any two signatories apart from by the Clerk and Deputy Clerk/RFO together.</p> | |
| 2022-0021 | <p>Date, time and venue of next Parish Council Meeting</p> <p>28th February 2022 – 7pm at the St Laurence, Centre subject to Covid restrictions.</p> | |
| 2022-0022 | <p>Closed Session: to discuss rescinding Minute item 2021-0167 and consider the revised contract from S&C Slatter</p> <p>It was unanimously approved to rescind Minute item 2021-0167 made at the Parish Council meeting on the 3rd November 2021.</p> | |

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| | <p>The Council unanimously approved developing the Sports Hub on a phased approach with a full sized 91m x 55m (excl runoff) 3G pitch and infrastructure, including car park, as Phase 1, based on the new pricing and contract received from S&C Slatter. This pitch size is currently suitable for adult Anglian Combination League matches. Approval included the sub-group looking into Phase 2 of building changing facilities and further development of sports provision.</p> <p>It was unanimously resolved for Cllrs Wilkins and Warns to sign the contract.</p> | |
| <p>Signed as a true record Date</p> | | |