

Kingston Parish Council meeting

11th January 2023, Agenda item 15.5

Bank accounts

The clerk has confirmed with the internal auditor that the bank accounts can be set up however the parish council sees fit if reconciled each month and books balance. He also confirmed that the bookings clerk can have read only access to a pavilion account to help the pavilion committee keep an updated record of deposits and bookings.

I propose that the council close the accounts with Barclays and transfer over to Unity Trust Bank. Unity Trust Bank understands the sector and is used by many parish/town councils and Council Associations. The accounts will be set up with triple authorisation allowing the clerk to set up the payments and then two signatory councillors to check and release the payment.

There is a £6 per month charge for each current account.

The clerk proposes the accounts are set up with Unity Bank Trust as follows -

Current account – running costs/ precept

Savings – Easement money/PWL/ CIL / Play Park & General reserve

Tennis current account – Tennis club income/expenditure

Pavilion current account – income/expenditure for pavilion and separate read only access for bookings clerk

The money will be clearly separated on the accounts system and will be shown as ear marked reserves, each time a spend is agreed and made the money will be deducted and shown within the reserves on the accounts system.

Julie O'Donnell

5th January 2023