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Chairman: Councillor Steve Abbott

Chief Executive: David J Martin

22 March 2019

Dear Councillor

**Supplementary Agenda - Council (Planning) Meeting – 27 March 2019**

*Additional items of business*

By virtue of Section 100(B)4 of the Local Government Act 1972 the Chairman has agreed that the following items of business be considered as urgent items to enable actions resulting from the Minutes to be commenced.

7. Santander Business Account – Change of details.

Due to staff and Councillor changes the account operator details and list of committee members (Town Councillors) need updating. It is proposed that Maxine Jones as Head of Finance and Administration and Councillor Steve Abbott as Chairman be added as signatories for the account and that the list of committee members be updated to reflect those currently on the Town Council.

*Recommendation:*

- i) *that the account operators details and list of committee members be updated.*
- ii) *that committee members agree to the changes made to the account and all changes outlined in the change of details form and authorise Santander UK plc to operate the account in accordance with the operating instructions.*

8. Authorisation of cheques and payments – a list will be available at the meeting.

Yours sincerely



David J Martin  
Chief Executive