

Agenda Item 6

Bank Card for the Councils Accounts:

In recent years the decline in bank branches and the increased use of online banking has led to problems with the way that the council pays some of its bills and the way it deposits income.

Paying Bills: Quite a number of suppliers are now not accepting cheques and the Council currently has no mechanism for paying by BACS other than taking a signed authorisation into the bank and manually setting up a Bacs. The lack of local branches and additional paperwork could be reduced if these transactions were done by card. The Council now also buy goods and services on line and the current method is that the Clerk pays with his card and is re-imbursed later.

Depositing Income: Currently cheques can be paid into the Councils account using paying in book at the local post office but cash can only be paid through the post office using a bank card. This means that during this period of the year when allotment rents are being collected the Clerk has to currently travel to Barnoldswick (Barnoldswick is due to close) or Burnley to bank the Councils cash receipts.

The Council needs to look at what is permissible and available when dealing with the Councils banking arrangements but this should be after the elections in May, the Clerk suggests that in the interim period that a bank card be applied.

The Council will need to approve the application for a card and the following conditions.

1. It was in the Councils interest to apply for the Business Debit Card service.
2. The Council agrees to be bound by the Business Debit Card terms contained in the Business Customer Agreement.
3. Notwithstanding that the existing Appointment of Bankers provides for more than one person to give instructions to the Bank, the Council agrees, for the provision of Business Debit Cards only, to allow Barclays to accept and act on instructions from any one nominated cardholder.
4. Authorised persons identified in section 3 of the Appointment of Bankers are authorised to apply for, nominate cardholders, and to accept the Business Debit Card terms contained in the Business Customer Agreement, on behalf of the Council

The relevant application form will need to be signed off and a copy of the minutes sent to the bank.