



BONEY HAY
BURNTWOOD
CHASE TERRACE
CHASETOWN

Unit 1, Lambourne House,
Bridge Cross Road, Burntwood,
Staffordshire WS7 2BX
Telephone: 01543 677166
Email: info@burntwood-tc.gov.uk
www.burntwood-tc.gov.uk

Our Ref: MD

13 May 2015

To: All Members of the Town Council

Dear Councillor

Please note that the following Supplementary Agenda item has been submitted for consideration at the Annual Meeting of the Town Council on Wednesday 20 May 2015.

Yours sincerely



Mary Danby (Mrs)
Town Clerk

SUPPLEMENTARY AGENDA

21. UNITY TRUST BANK

Following the recent local elections, it is necessary to amend the Bank Mandate. Members are requested to:

- a) Nominate four elected Members as signatories to the Bank account.
- b) **RESOLVE THAT:**
 1. The amendments to the Mandate for the operation of the bank account(s), payment instructions and banking services be approved and be provided to the Bank by persons authorised to do so in accordance with the Bank's procedures and the Mandate;
 2. The Bank is entitled to rely upon the amended Mandate until it receives a later Mandate amending it, and the Bank is entitled to rely on instructions given by any person named in Section 3 and may disclose any information relating to the account to any such person;
 3. The Bank is under no duty to make enquiries before acting on the instruction of any person named in Section 3;
 4. The Bank will be notified in writing of any changes to the organisation as per the terms and conditions of the account.

We hereby certify that these resolutions have been properly recorded in the minute book and that they are signed by two authorised people on behalf of the organisation.