

Minutes of the Special Meeting of Comberbach Parish Council held on Thursday 13 August 2026

Present

Councillors:

Sandy Cameron (Vice Chairman in the Chair)

Val McDermott

John Ryder

Nicola Clarke (RFO)

Stephen Penwill (RFO)

The Meeting started at 9.30am.

Nicola Clarke was welcomed to the meeting. She had commenced employment as RFO on 1 August. Stephen Penwill would remain in post till mid-October to enable a handover of the role.

1. Apologies for Absence

Apologies for absence were received and approved from the Chairman Jill Johnston (family reasons) and Councillor Jenny Washburn (work reasons). An apology for absence was also received from the Parish Clerk, Denise French.

2. To receive Members' Declarations of Interest

There were no declarations of interest made.

3. Change of bank signatories

Stephen Penwill, outgoing RFO, advised Members of the need to amend the council's current bank mandates to reflect staff changes and new roles of Members.

He explained that the Parish Council had two bank accounts with Santander: Current Account used for in-year financial transactions, and a Savings Account for reserves and future costs and projects.

The Council had also opened two accounts with Unity Trust Bank, to access the higher savings returns available and to act as an alternative, but currently dormant, current account.

The current nominated Santander signatories are Stephen Penwill and John Ryder, as well as James Bradley who is now deceased. The RFO recommended adding Councillor Sandy Cameron (as Vice-Chair of the Council and Chair of Finance Committee) and new RFO Nicola Clarke to the mandates and removing James Bradley, at this stage, and later adding Councillor Jill Johnston (Chair) and Denise French (Clerk), removing the current RFO and Councillor John Ryder once the first mandate changes had been implemented.

(26/51) RESOLVED: That the following changes be made to the bank mandates:
(a) Santander – add the names of Nicola Clarke, Alexander (Sandy) Cameron, and remove James Bradley. At a later stage Jill Johnston and Denise French to be added, and John Ryder and Stephen Penwill to be removed.
(b) Unity Trust Bank – add Nicola Clarke and remove Stephen Penwill at a later stage.

4. Exclusion of Public and Press – Part 2

None

The Meeting closed at 9.35am.

The next meeting of Comberbach Parish Council will be held on Tuesday 15 September 2026 at 6.30pm.

Signed
Chairman