



CAMBRIDGE SOUTH HOCKEY CLUB

COMMITTEE MEETING

Held on: Monday 7th January 2019, 8pm
at: The Panton Arms, Panton Street, Cambridge

MINUTES

Resolutions are shown underlined.

1. Quorum

1.1. The presence of a quorum was confirmed.

2. Approval for opening of new club bank account

The club currently banks with Lloyds. The authorised signatories on the club's accounts are (or should be) the Chairman, Honorary Treasurer and Honorary Secretary for the time being. However, communication with and customer service from Lloyds has long been unsatisfactory, with difficulties and delays in the processing of instructions regarding the administration of the account and updates to signatories and account access.

As a result, the Honorary Treasurer has recommended to the committee that the club change its banking arrangements and, after due investigation, that Metro Bank be approved as the club's new banking provider:

Accordingly the committee, as duly authorised by and in accordance with the club constitution, has resolved as follows.

2.1. That the club open a bank account with Metro Bank at its branch on St Andrew's Street, Cambridge. The club may operate such current or deposit accounts with Metro Bank as may be judged necessary or expedient from time to time for the conduct of the club's business and holding of funds.

2.2. That the signatories on all club bank accounts be the Chairman, Honorary Treasurer and Honorary Secretary of the club for the time being, and that the holders of such offices

be removed as signatories on ceasing to hold office. Should more than one of those positions be held by the same person, or any position be vacant, the committee shall authorise and appoint a further member or members of the committee to be a signatory so that the number of signatories shall remain three.

- 2.3. That the club bank accounts may be operated by a single signatory, who may sign on behalf of the club, and accordingly Metro Bank may make payments and accept instructions from a single signatory, except for instructions to add or remove signatories or to open or close accounts which shall require a minimum of two signatories.
- 2.4. That the club bank accounts shall usually be operated and managed by the Honorary Treasurer but all signatories should have access to, and regularly and actively check and monitor the status of, the club accounts.
- 2.5. That no account with an overdraft or loan facility shall be opened without the prior approval of the committee as minuted in a duly constituted meeting.
- 2.6. In accordance with section 7.2 of the club constitution, as a matter of internal governance all payments drawn against club funds should be approved by the Honorary Treasurer and, for sums greater than £300, by two other officers (who may or may not be the other account signatories), but all approved payments may be made and authorised by a single signatory.

We the undersigned, for and on behalf of Cambridge South Hockey Club, confirm that these minutes are an accurate record of the resolutions made by the club committee, as passed in a meeting duly held in accordance with the club constitution on 7th January 2019:

Signed: _____	Signed: _____	Signed: _____
Name: John Greaves	Name: Amalia Thomas	Name: Neil Sneade
Position: Chairman	Position: Honorary Treasurer	Position: Honorary Secretary
Date: _____	Date: _____	Date: _____