**LLOYDS BANK MANDATE – 1st April 2024 – 31st March 2025**

**2 Business Accounts:**

**Treasurer’s Account – Holbrook Parish Council.**

**Business Bank Instant Account – Holbrook Parish Council Reade Field**

**All bank statements are online only and can be accessed and downloaded by the Chairman at any time.**

**SIGNATORIES**

**1. JOHN AMBROSE**

**2. SALLY INGLETON**

**3. DENISE MARTIN**

**Any 2 of the above signatories to sign all invoices and pay documents/online pay authorisations**

**ACCESS TO ACCOUNTS ONLINE**

**1. JOHN AMBROSE**

**2. SALLY INGLETON**

**3. JOANNA HAZLEWOOD (RFO)**

**(Authorisation as above)**

**DIRECT DEBITS**

EON Next – Pavilion Electricity

WAVE – Pavilion Water

ICO – Registration with the Information Commissioner’s Office

**STANDING ORDERS**

John Ambrose – Chairman’s Allowance

**DEBIT CARD – MAXIMUM £250 on a single transaction**

**AUTHORISED USER: JOANNA HAZLEWOOD (RFO)**

***This mandate was reviewed and agreed by Holbrook Parish Council at its annual parish council meeting held on 20th May 2024***