



COLNEY HEATH PARISH COUNCIL

Highfield Park Office
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MINUTES OF THE ANNUAL PARISH COUNCIL MEETING OF COLNEY HEATH PARISH COUNCIL (CLOSED SESSION) HELD VIRTUALLY THURSDAY 5 MAY 2021, 9.17pm

Members in attendance

Cllr K Barnes (Highfield Ward)
Cllr H Brazier (Hill End Ward)
Cllr P Cook (Chairman) (Highfield Ward)
Cllr J Mulroney (Highfield Ward)

Cllr K Slaughter (Colney Heath Ward)
Cllr R Solts (Highfield Ward)
Cllr N West (Colney Heath Ward)
Clerk of the Council, Ms. L. Chaplin

21/21-14b

BANKING ERROR

The investigation into the payment was discussed. It was noted that a staff expenses payment to the Assistant to the Clerk of £171.30 was paid into the bank account of the Clerk in error.

It is not clear how this happened as the approval information stated the staff member's name. Steps would be taken to ensure that this would not happen again. The member of staff responsible would receive a written warning.

Meeting closed at 9.24pm

L Chaplin LCGI PSLCC CPFA CiLCA
Clerk to the Council
Drafted 14/05/2021

Signed by
Chairman Peter Cook
Approved by Council 24 June 2021