

Action Points from Meetings

Date	Ref	Subject	Actions Needed	Actions Taken	Report Back
04/02/2021	006/21	Letter of Complaint	Chairman to read through correspondence	Chairman investigating	on-going
	007/21	Annual Estimates Income & Expenditure	Request Precept from WC	Precept form to WC for £55,540.31	completed
		Budgets 2021/2	To see break-down of Budgets	Contacted rbs: Start clean programme 01/04	on-going
	008/21	Bank Accounts	Set up new signatories for Bank Accounts	Unity Trust Bank: VM & MA signed mandate form. Chased Bank	VM & MA able to sign cheques - not yet able to use internet banking. 28/2 Now rec'd Internet Mandates