



WARWICK TOWN COUNCIL

Court House
Jury Street
WARWICK
CV34 4EW
Tel: 01926 411694

Jayne Topham
Town Clerk

FINANCE & POLICY COMMITTEE

NOTICE IS HEREBY GIVEN that the next meeting of the **FINANCE & POLICY COMMITTEE** of **WARWICK TOWN COUNCIL** will be held in the Council Chamber, The Court House, Jury Street, Warwick on **WEDNESDAY 15th JUNE 2016** commencing at **6.30pm**

Committee Membership:

Councillor G Guest (Chairman)

Councillor M Ashford

Councillor Mrs D Da Cruz

Councillor R Mann

The Mayor (Ex Officio)

Councillor S Cross

Councillor Mrs M Grainger

Councillor T Morris

Wednesday 8th June 2016

AGENDA

- 1. To elect a chairman for the Municipal Year 2016/2017**
- 2. Apologies**
- 3. Declarations of Personal and Prejudicial Interests.**
Members are reminded that they should declare the existence and nature of their personal interests at the commencement of the relevant item (or as soon as the interest becomes apparent). If that interest is a prejudicial interest, the Member must withdraw from the room unless one of the exceptions applies.
- 4. To elect a Deputy Chairman for the Municipal Year 2016/2017**
- 5. Minutes of the meeting held on 31st March 2016 – minutes to be signed**
- 6. Joint Standards committee – Graham Leach Democratic Service Manager & DMO**
(Please see attached document) Graham would like to invite the Town Council to join the committee.
- 7. Schedule of Accounts already paid – April & May 2016**
(reports attached)

8. Audit report for 2015/16 – see attached

9. Register of interest forms – Cllrs to review and amend as appropriate
(form to be issued at meeting, as required)

10. Staffing – for information only

Training – Personal Licence – Training has been held for the Custodians
Trudy, Vicki and unlocking Warwick representatives.
WALC – Code of conduct training attended by Trudy.
WALC – How to be a chairman training attended by Cllr Mrs C Cross

11. Councils Powers – document issued to Councillors for reference.
(issued at meeting)

12. Complaints procedure – proposed for adoption
(see attached)

13. Freedom of information policy – review of current procedures
(see attached)

14. Risk Management policy – proposed for adoption
(see attached)