WARWICK TOWN COUNCIL

TOWN CLERK
Jayne Topham

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FINANCE & POLICY COMMITTEE

13th AUGUST 2026

PRESENT:
Councillor J D'arcy
Councillor Ms K Gorman
Councillor Miss CL Moynihan (Sub)
Councillor J Sinnott (Chair)
The Mayor (Ex Officio)

Jayne Topham Town Clerk

MINUTES

18.	**APOLOGIES:** Councillor D Browne, Councillor Mrs K Dray, Councillor P Murphy, Councillor D Skinner Councillor P Wightman sent their apologies. It was resolved to accept them.
19.	**DECLARATION OF PERSONAL OR PREJUDICIAL INTEREST:** Councillor Ms CL Moynihan – payment to Safe line.
20.	**SIGN MINUTES OF PREVIOUS MEETING AND CONSIDER MATTERS**. 4th June 2026 Minutes attached for reference No Matters arising F P Minutes June 2026.docx
21.	**DEVOLVED MANAGEMENT** - Chair clarified the timescales of expected changes following the announcement of LGR.
22.	**COURT HOUSE ROOF**

	The Town Clerk advised that internal works were being carried out. New quotes to be obtained in October 2026.
23.	**GRANTS** To RECEIVE and APPROVE grant applications – see below, documents attached: Warwick Court Leet classic car show grant for £1212.35 support by Dave Skinner. Warwick Court Leet Classic Car show.pdf Follow a brief discussion it was resolved to approve the grant as presented. All were in favour.
24.	**PAYMENTS AND INCOME** To APPROVE income and payments for April 2026 and May 2026 APRIL • Income report produced at 11.59am on 31st July 2026 • Expenditure report produced at 11.59am on 31st July 2026 April 2026 Income.pdf April 2026 Expenditure.pdf MAY • Income report produced at 4.15pm on 31st July 2026 • Expenditure report produced at 4.16pm on 31st July 2026 May 2026 Income.pdf May 2026 Expenditure.pdf JUNE • Income report produced at 4.18pm on 31st July 2026 • Expenditure report produced at 4.19pm on 31st July 2026 June 2026 Income.pdf June 2026 Expenditure.pdf It was resolved to approve all income and expenditure figures for April, May and June 2026. All were in favour there were no queries. 2012
25.	**ACTUAL v BUDGET 2026/7** NOTE Actual v Budgets to end of June 2026 Reports attached Copy of 26-27 Income April - June.xlsx Copy of 26-27 Expenditure April - June.xlsx The reports were noted. Income is high due to CIL monies, not planned for.
26.	**GRANTS AWARDED** - Summary from April 2023. To NOTE for information. Grants Awarded April 2023 onwards.xlsx

	Noted – no comments.
27.	**GRANTS POLICY – changed** To REVIEW and APPROVE Policy. WTC Grant Policy July 2026.docx Grant Event Funding Application Form July 2026.docx Grant Community Funding Application Form July 2026.docx It was resolved to approve to take to Full Council, with the events and community funding requirements being separated, to make it clearer. All were in favour.
28.	**DISASTER RECOVERY PLAN** To REVIEW and APPROVE current document Document attached: Business Continuity Plan July 2026.docx It was resolved to approve the plan, personal information to be removed. This plan is for internal use only. All were in favour.
29.	**STAFFING** The Town Clerk advised that following Liz Healey's retirement the new operational structure is working well and has been in place since the beginning of August. One of the custodian's has experienced some health issues. The Mayor's PA role will be advertised in September, with a view to Angela relinquishing these responsibilities to build on becoming Deputy Town Clerk next year.
30.	**CLOSED CHURCHYARDS** The Town Clerk updated Councillors on progress and meeting with Cllr Wightman, who is on holiday is being organised to take the next steps.
31.	**CCLA – INVESTMENT REVIEW –** To NOTE email from Jonathan Wassall RE CCLA News June 2026.msg The email was acknowledged. The Town Clerk will ask if he can recommend alternative providers.
32.	**TRACKS TO TOWN PROJECT –** To APPROVE quotation for the vinyl wraps – quotes below: Public Realm Enhancements Tracks to Town .docx It was resolved to approve the recommended Company Warwick Signs. All were in favour.

Signed…… Dated……