



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 **THURSDAY 25th AUGUST 2022** commencing at **6.30pm**

Committee Membership:

Councillor Mrs L Butler
Councillor N Butler
Councillor J D'Arcy
Councillor R Eddy
Councillor R Edgington
Councillor Mrs M A Grainger
Councillor T Morris
Councillor J Tracey
The Mayor (Ex Officio)

AGENDA

100. Apologies

101. 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.

102. Schedule of Accounts already paid/Income – June & July 2022- Approve.

(Reports attached)

103. Budget for 2022/23 - Review

(Report attached)

104. Staffing – TC to update

- Assistant Town Clerk role – approve
(Job description attached)

- 105. CIL monies** – update Town Clerk
(Summary attached)
- 106. Closed Churchyards** – update Town Clerk
- 107. Carbon Neutral working party** – agree members and nominate a chair.
- 108. Standing orders – review amended document.**
(Document attached)
- 109. HR Policies– amended - Disciplinary policy and procedures**
Whistle Blowing policy
Training and Development Policy
Equality & Diversity Policy
Lone Working Policy
Sickness Absence Policy
Grievance Policy
- New Performance Improvement**
- Review and approve to take to Full Council
(Policies attached)
- 110. Court House Valuation** – approve.
(Quotes attached)
- 111. Investment Policy** approve amendment – Town Clerk
(Document attached)
- 112. Asset register working group** – feedback – Town Clerk.
- 113. Ward walk** – agree next ward to be visited – Town Clerk
- 114. Court House – Sash window repairs** – approve.
(Quotes attached)
- 115. Court House – Anteroom floor deep clean** – approve.
(Quotes attached)

Jayne Topham
18th August 2022