



## WARWICK TOWN COUNCIL

TOWN CLERK

Jayne Topham

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## FINANCE & POLICY COMMITTEE

**NOTICE IS HEREBY GIVEN** a meeting of the **FINANCE & POLICY COMMITTEE** of **WARWICK TOWN COUNCIL** will be held in the Council Chamber, Court House, Jury Street, Warwick on **THURSDAY 4<sup>th</sup> JUNE 2026 commencing at 6.30pm**

### **COMMITTEE MEMBERSHIP:**

Councillor D Browne  
Councillor J D'arcy  
Councillor Mrs K Dray  
Councillor Ms K Gorman  
Councillor P Murphy  
Councillor J Sinnott  
Councillor D Skinner  
Councillor P Wightman  
The Mayor (Ex Officio)

## AGENDA

*Recording, including filming, audio recording, taking photographs, blogging, tweeting and using other social media websites is permitted at Council meetings which are open to the public - however, anyone wishing to do so must speak to the Town Council staff prior to the meeting as there are rules which must be followed.*

1.	<b><u>TO ELECT A CHAIRMAN FOR THE MUNICIPAL YEAR 2026/7</u></b> – Town Clerk
2.	<b><u>APOLOGIES:</u></b>
3.	<b><u>DECLARATION OF PERSONAL OR PREJUDICIAL INTEREST:</u></b> <i>Members to declare the existence and nature of interests in items on the agenda in accordance with the adopted Code of Conduct. Declarations should be disclosed during this item. However, the existence and nature of any interest that subsequently becomes apparent during the course of the meeting must be disclosed immediately. If the interest is</i>

	<i>not registered, Members must notify the Town Clerk of the interest within 28 days. Members are also reminded of the need to declare predetermination on any matter. If Members are unsure about whether or not they have an interest, or about its nature, they are strongly advised to seek advice from the Town Clerk, prior to the meeting.</i>
4.	<b><u>TO ELECT A DEPUTY CHAIRMAN FOR THE MUNICIPAL YEAR 2026/7</u></b> – Chair
5.	<b><u>SIGN MINUTES OF PREVIOUS MEETING AND CONSIDER MATTERS.</u></b> 14 <sup>th</sup> May 2026 Minutes attached for reference No Matters arising <a href="#">F P Minutes May 2026.docx</a>
6.	<b><u>TERMS OF REFERENCE</u></b> – REVIEW/AMEND document agreed last year. Document attached: <a href="#">Warwick Town Council F P Terms of Reference June 2025.docx</a>
7	<b><u>COURT HOUSE ROOF</u></b> Update from the Town Clerk.
8.	<b><u>2025/26 ACCOUNTS &amp; AGAR FIGURES</u></b> – REVIEW and APPROVE to be taken to Special meeting 22nd June 2026 – RFO. <a href="#">AGAR.pdf</a> <a href="#">Copy of AGAR Figures with Supporting Documents.xlsx</a> <a href="#">Trial Balance.pdf</a> <a href="#">Balance Sheet.pdf</a> <a href="#">Copy of Balance Sheet with Supporting Documents.xlsx</a>
9.	<b><u>RESERVE POLICY</u></b> – REVIEW and APPROVE to be taken to Special meeting. Document attached. <a href="#">WTC Reserves Policy May 2026.docx</a>
10.	<b><u>INTERNAL AUDIT</u></b> – REVIEW and NOTE reports received from Mr W Wooliscroft <a href="#">Warwick 2026 comments - Bill Anifeed.doc</a> <a href="#">Internal Auditor Comments With Responses.docx</a>
11.	<b><u>FREEDOM OF INFORMATION POLICY</u></b> – To REVIEW and update current document Document attached: <a href="#">Freedom of information policy June 2025.docx</a>
12.	<b><u>GIFT &amp; HOSPITALITY POLICY</u></b> – To REVIEW and update current document Document attached: <a href="#">Gifts and Hospitality Policy June 2025.docx</a>
13.	<b><u>DISASTER RECOVERY PLAN</u></b> To REVIEW and update current document Document attached: <a href="#">Disaster Recovery Plan June 2025.docx</a>
14.	<b><u>CIL</u></b> – REVIEW summary APPROVE working group members. <a href="#">CIL Income Received.docx</a> <u>Summary attached</u>
15.	<b><u>STAFFING</u></b> To RECEIVE a verbal report from the Town Clerk
16.	<b><u>CLOSED CHURCHYARDS</u></b> To RECEIVE a verbal update - Town Clerk.

17.	<b><u>CCLA – INVESTMENT REVIEW</u></b> – To DISCUSS and NOTE current investments  <a href="#">Current Investments May 2026.docx</a> Summary attached

29<sup>th</sup> May 2026 *Jayne Topham* Town Clerk