



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 on Teams on **WEDNESDAY 18th MARCH 2021** commencing at **6.30pm**

To join the meeting via the internet please use this link: [Click here to join the meeting](#)

To dial in use this number and code: [+442038555316](#) (Toll)
Conference ID: 657 155 710#

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 N Murphy
Councillor J Tracey
The Mayor (Ex Officio)

AGENDA

234. Apologies

235. 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.

236. Minutes of the meeting held on 13th January 2021 – minutes approved and signed. (draft minutes attached)

- 237. Schedule of Accounts already paid/Income** – January & February 2021
approve (reports attached).
- 238. Risk Register – approve amended document** – Cllr N Butler
(Document attached)
- 239. Staffing** – Town Clerk to update
- 240. Budget v actual to end of February 2021** – for information.
(Latest figures attached)
- 241. Quarterly Audit report** – Cllr N Butler
(report attached for information)
Nominate a Councillor, outside of the F & P committee for next financial year.
- 242. Insurance - new 3-year contract** – approve provider for the next 3 years -Town Clerk
(comparisons attached)
- 243. Closed Churchyards** – Revise responsibilities - update Town Clerk
- 244. Civic Guide** – agree a working party to discuss Mayor’s allowance and review Civic Guide
Cllr Mrs MA Grainger. (current guide attached)
- 245. Financial Regulations** – review current document - Town Clerk
(current regulations attached)

Jayne Topham
11th March 2021