



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 Visitor Information Centre, The Court House, Jury Street, Warwick on **TUESDAY 15th MARCH 2022** commencing at **6.30pm**

Committee Membership:

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

AGENDA

331. Apologies

332. 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.

333. Minutes of the meeting held on 13th January 2022 – minutes approved and signed. (Draft minutes attached)

334. Schedule of Accounts already paid/Income – January & February 2022

Approve.
(Report for January attached – February will follow)

335. Budgets 2022/23– review contribution to commonwealth games as agreed at E & T Feb 2022.

(See report from Cllr N Butler)

336. Risk Register – Score the CIL risk. Review the Red Risks.
(Document attached)

337. Staffing – TC to update

338. WTC Objectives – review progress
(Document attached)

339. CIL monies – update Town Clerk

340. Closed Churchyards – update Town Clerk

341. May Finance & Policy committee meeting – agree a revised date due to Partnership meeting. – Town Clerk

342. Investments – Discuss investment of £100k into CCLA property fund – Town Clerk

343. Reserve Policy – discuss content.

344. Mayors vouchers – discuss current system – Town Clerk
(Summary attached)

345. Code of Conduct – approve new document
(Document attached)

346. Maintenance of Churchyards – review 3 quotes and approve contractor for the next 3 years. (Document attached)

347. Grants policy – review discuss inclusion of a receipt requirement.
(Document attached)

349. Financial regulations – amendment required raised by internal auditor.
(Document attached)

Amendment page 17 h. £20,000 changed to £25,000

11.1 b. states £25,000 for public contracts, then 11.h says contracts of less than £20,000. There wasn't anything to cover expenditure between £20k-£25k.

350. Street furniture – agree list as responsibility of the Town Council
(Document to follow)

351. Employee and Worker Handbook – new document merging all the existing HR policies – approve. (Document attached).

352. Grant – Canalside Allotment Society - £851 – approve
(Document attached)

Jayne Topham 8th March 2022