



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 9th OCTOBER 2025 commencing at 6.30pm**

COMMITTEE MEMBERSHIP:

Councillor D Browne
Councillor Ms K Gorman
Councillor P Murphy
Councillor Simon Pargeter
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.	<u>APOLOGIES:</u>
2.	<u>DECLARATION OF PERSONAL OR PREJUDICIAL INTEREST:</u> <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 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>

3.	<u>SIGN MINUTES OF PREVIOUS MEETING AND CONSIDER MATTERS.</u> August 2025. Minutes attached for reference and to be APPROVED. F P Minutes August 2025.docx No Matters arising
4	<u>COURT HOUSE ROOF</u> It was agreed to ask Stepnell to assess the condition of the Court House's roof Update – Town Clerk.
5.	<u>ADOPTION OF PHONE BOX ON EASTGATE</u> To RECAP and DECIDE whether to APPROVE taking over ownership of this phone box. This item was discussed in May. It was resolved to approach WDC to see if they would adopt the phone box. They have responded to say that they do not wish to and it was agreed at the last meeting to bring this item back to discuss again.
6.	<u>GRANT</u> To RECEIVE and APPROVE grant applications – see below, documents attached: Priory Pools Community Centre -£5K supported by Mayor Cllr J Darcy Warwick Town Council - PPCC - Oct 25.docx St Michael's Place - £5K – supported by Cllr J Sinnott St Michael's Place - Grant Application.pdf
7.	<u>PAYMENTS AND INCOME</u> To APPROVE income and payments for July & August 2025 <u>July</u> : Income report produced at 3.18pm on 1st October 2025 Expenditure report produced at 3.18pm on 1st October 2025 July 2025 Income.pdf July 2025 Expenditure.pdf <u>August</u>: Income report produced at 10.24am on 2nd October 2025 - Expenditure report produced at 10.24am on 2nd October 2025 August 2025 Income.pdf August 2025 Expenditure.pdf Documents attached.

8.	<u>FORECAST 2025/6</u> NOTE Forecast v Actual to end of August 2025 Financial Comparison 310825.pdf Report attached.
9.	<u>STAFFING</u> To RECEIVE a verbal report from the Town Clerk
10.	<u>CLOSED CHURCHYARDS</u> To RECEIVE a verbal report, regarding ownership from the Town Clerk.
11.	<u>SAFEGUARDING POLICY</u> To REVIEW and APPROVE Policy. Safeguarding Policy WTC.docx WHAT YOU NEED TO DO FLOW CHART.docx Policy attached.
12.	<u>DEVOLVED MANAGEMENT</u> - Town Clerk to give an update.
13.	<u>WAYFINDING COSTS</u> To NOTE summary of costs. Copy of Wayfinding Payments October 2025.xlsx Summary attached.
14.	<u>EXTERNAL AUDITOR REPORT</u> To NOTE comments made. Signed EA Certificate 2025 - Warwick TC 1867757.pdf Comments attached.
15.	<u>REVIEW CURRENT POLICIES</u> REVIEW and ACCEPT – no changes proposed. <u>Death of a Royal</u> WTC Death of the Monarch or Senior Figure July 2024.docx Document attached.