



WARWICK TOWN COUNCIL

Court House
Jury Street
WARWICK
CV34 4EW
Tel: 01926 411694

Jayne Topham
Town Clerk

FINANCE & POLICY COMMITTEE

WEDNESDAY 15th AUGUST 2018

MINUTES

Present:

Councillor S Cross
Councillor Mrs D Da Cruz
Councillor R Edgington
Councillor Mrs M A Grainger
Councillor G Guest
Councillor Mrs A Littlejohn
Councillor T Morris (Chair)

- 100. Apologies:** – The Mayor - his apologies were accepted.
- 101. Declarations of Personal and Prejudicial Interests** –Cllr G Guest item 7. Cllr Mrs A Littlejohn item 9.
- 102. Minutes of the meeting held on 6th June 2018** – minutes to be signed – it was resolved to sign the minutes as being a true record of the meeting.
- 103. Schedule of Accounts already paid/income received** – May June and July 2018
Following a discussion, it was resolved to approve the income/payments made for the months of May, June and July 2018. All expenditure items, over £500, will be displayed on our website for transparency once approved.
- 104. Staffing/Training** – TC to update
The Town Clerk updated Councillors on Staffing matters.
First Aid training has been planned for next month. Team meeting to be held next Tuesday. All appraisals have been completed.
- 105. Standing orders** adopt updated Standing orders – minor amendment approved.
- 106. Financial Regulations** – approved updated version –with a slight amendment the document was approved.

107. Mayors vouchers review changes made last year. Information was provided to the Councillors from last year's campaign. A discussion was held around the successes and changes needed the following was concluded:

- The vendor will be reviewed. The Town Clerk will speak to CJ's about incorporating regular food stalls on the market i.e. fish or fruit and veg.
- Foodbank – the vouchers to be provided mid-November and the number given to be reduced to 150 from 300.
- Voucher value to be raised to £7.50.

108. Community and Culture Committee meeting – agree to start meeting at 6pm due to Awards evening.

109. Ballroom – swags and tails /movement of speakers– agreement required for works to be started now that planning permission has been granted.

Signed..... Date.....