



WARWICK TOWN COUNCIL

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

Jayne Topham
Town Clerk

FINANCE & POLICY COMMITTEE

THURSDAY 22nd AUGUST 2019

MINUTES

Present:

The Mayor
Councillor R Edgington
Councillor Mrs MA Grainger
Councillor T Morris (Chair)

109. To elect a chairman for the Municipal Year 2019/2020 - The Town Clerk asked for nominations, Cllr Mrs MA Grainger proposed Cllr T Morris this was seconded by Cllr R Edgington. All were in favour. There were no other nominations.

110. Apologies: – Cllrs Mrs L Butler & Cllr N Butler, Cllr J Darcy, Cllr R Eddy, Cllr J Tracey sent their apologies – their apologies were accepted.

111. Declarations of Personal and Prejudicial Interests –none

112. Minutes of the meeting held on 12th June 2019 – minutes to be signed – it was resolved to sign the minutes as being a true record of the meeting.

113. To elect a Deputy Chairman for the Municipal Year 2019/2020

The Chairman Cllr T Morris asked for nominations, Cllr R E Edgington proposed Cllr Mrs MA Grainger this was seconded by the Mayor. All were in favour. There were no other nominations.

114. Schedule of Accounts already paid/income received – June & July 2019

Following a discussion, it was resolved to approve the income/payments made for the months of June & July 2019.

115. Staffing – TC to update

The Town Clerk updated Councillors on Staffing matters.

116. Standing orders and New Financial regulations – approve revised documents

The Standing orders were reviewed no changes proposed.

New Financial regulations were provided by NALC. These have been personalised and presented to the Council – both were approved by this committee and will be ratified at Full Council in October 2019.

117. Risk Management – review current ratings. It was resolved to accept the amended document which will also be ratified at Full Council in October 2019.

Discuss Internal Auditor and the need to change – following a discussion it was resolved for the Town Clerk to invite Internal Auditors to tender for the next 4 years.

118. Discuss the ability to become paperless. It was felt that as a Council we should review the amount of paper used in the Council office and Tourist Information centre. It was agreed to place this item on the agenda for the Strategy meeting with a statement of intention to complete by the end of cycle 3.

119. Fireproof cabinet – 6 different cabinets were reviewed, and it was resolved to purchase the Phoenix Fire file.

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