



WARWICK TOWN COUNCIL

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WARWICK
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Jayne Topham
Town Clerk

FINANCE & POLICY COMMITTEE

THURSDAY 13th AUGUST 2020

MINUTES

Present:

Councillor Mrs L Butler
Councillor N Butler
Councillor J Darcy
Councillor R Edgington
Councillor Mrs M A Grainger
Councillor J Tracey

8. To elect a Chairman for the Municipal Year 2020/2021 – Cllr J Tracey was proposed as Chair – there were no other nominations – all were in agreement.

9. Apologies: – The Mayor and Cllr R Eddy sent their apologies –their apologies were accepted.

10. Declarations of Personal and Prejudicial Interests –none.

11. To elect a Deputy Chairman for the Municipal Year 2020/21 – Cllr Mrs MA Grainger was proposed as Deputy Chair – there were no other nominations – all were in agreement.

12. Minutes of the meeting held on 29th June 2020 – minutes to be signed – it was resolved to sign the minutes as being a true record of the meeting.

13. Schedule of Accounts already paid/income received June & July 2020

A slight change to the income for the TIC was made for June. There were no other queries, it was resolved to approve the income/payments made for the months of June & July 2020.

14. Risk Management Policy – approve and appoint a champion. Cllr N Butler accepted the role as Champion. The policy was reviewed and a criteria included. Cllr Butler wishes to make some adjustments to timescales for reviews. It was ratified to accept the policy and

for it to be ratified at Full Council in September 2020.

15. Mayors Vouchers – a review of the last few years was presented. It was resolved to retain the current system for this year. The Town Clerk will speak to the Foodbank to ensure increased distribution this year.

16. Staffing. The Town Clerk updated Councillors on staffing matters.

17. Budget v actual to end of July 2020 – overall totals were favourable. There was a request to spread the budget figures across the financial year to show true variables. The new layout requested at the beginning of the year was queried. The Town Clerk will prepare a revised set of budget figures for the next meeting using SAGE.

18. Budget figures for 2020/21. Due to the ongoing effects of Covid 19 the income figures for the TIC and events were adjusted. The Chair of F & P and the Town Clerk will review the expenditure income at a forthcoming meeting. Costs have also been reduced. A full review of the budgets will be carried out at the next Finance and Policy committee – when the first half year figures will be available.

19. Allotment Lease – review draft document and agree rental programme

Cllr N Butler gave Councillors an overview of devolved management and the background to the lease requirements. The proposed rental programme was £1,200 initial, increasing over the next 3 years. A request was made for PEAS to submit annual accounts.

The lease will be amended to reflect this.

The lease will be taken to Full Council on the 24th September to be ratified.

20. WDC have requested for WTC to take on costs from 2021

Following a discussion, the report provided by the Town Clerk recommending:

Barrow Operatives:

We remove this service and monitor result. With a view to providing this service in future ourselves if it is needed. This is not a service we could financially support at present.

Watering of Town Council Hanging Baskets, planters, and tubs:

For us to provide this service it would be too costly.

We currently pay £607. This is for the additional baskets over the 129. This has been negotiated.

It would be good value to pay for the proposed £4,060 by increasing the precept.

The costs of baskets will increase in 2021. This will be discussed at C & C

Watering costs would be £12K approx. if we did it ourselves.

Fixed raised planters

This is an area we could take on extending Barn Close Nurseries contract to include:

We can investigate sponsorship from local business and or increase the precept to cover this cost of £1,384.

Was approved to be taken to Full Council in September to be ratified.

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