



# WARWICK TOWN COUNCIL

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

Jayne Topham  
Town Clerk

## FINANCE & POLICY COMMITTEE

26th AUGUST 2021

### Present:

Councillor N Butler  
Councillor J D'Arcy  
Councillor R Eddy  
Councillor Mrs M A Grainger  
Councillor J Tracey (Chair)  
The Mayor (Ex Officio)

### MINUTES

**113. Apologies:** Councillor PS Birdi & Councillor T Morris.

**114. Declarations of Personal and Prejudicial Interests.** None

**115. Minutes of the meeting held on 22<sup>nd</sup> June 2021** – it was resolved to approve the minutes as true record.  
Precept calculations – Cllr N Butler summarised a meeting with Andrew Rollins. He explained how the precept was calculated using historic data and benefits. Reports are being sent to the Town Clerk to review changes experienced by Warwick.

**116. CCLA review investment and discuss further investment.** - Mark Davis CCLA  
Mark gave Councillors a summary of CCLA as a Company - review of the markets and current financial situations. Funds were discussed.  
The Town Clerk will approach local investors in the Property fund to bring back to the next meeting.

**117. Wayfinding – Heath Pedrola – Whybrow Pedrola** – Heath was unable to join the Meeting. The strategy document was reviewed. It was resolved to commence with the Consultation, stage 1. The Town Clerk will advise WDC who will release the money to the Town to pay for this part. The Wayfinding group will meet with Heath to discuss the next steps and feedback to our next F & P committee meeting. The project team involves three Town Councillors and the sign off is the Town Council.

**118. Schedule of Accounts already paid/Income – June & July 2021 approve**

There were no questions – it was resolved to approve the payments for June and July 2021.

**119. Budgets – review current situation.**

Budgets were reviewed. Income changes: Hire of accommodation £4K increase to £20,000. Christmas lights £3K due to increase from WDC and Court Leet changed to £9,650.

Expenditure changes: TIC Stock £4K to 10K, Churchyard costs £6K increase to £15K for tree works required. Mayors Hospitality to increase to £1,500 to cover the Civic Dinner. Some of these figures were reduced due to the pandemic.

**120. Risk Register – Score the CIL risk.** The red risk was reviewed there has been no change.

**121. Staffing –** The Town Clerk advised that interviews were due to be held for the Events Coordinator role. An overview of staff was given.

**122. Standing orders –** review current document – meeting start time 6pm

The standing orders were recently changed. subsequently a request has been made to review this decision. A request was received to review the change at Full Council.

Following a discussion, a motion was proposed by Cllr N Butler, as there has been no new facts brought up tonight that we're not discussed at the previous F&P on this matter we retain the 6pm meeting start time and complete the year's trial.

This proposal was seconded and carried.

The Town Clerk confirmed that any changes to the standing orders will be highlighted in red in future.

**123. CIL monies –** The Town Clerk updated the committee regarding the progress with the group. Cllr Darcy is organising meeting on the Emscote Road regarding planting.

Costings being obtained for a defibrillator at the Court House. New Notice boards being costed for new development areas. Information boards at Priory Park were also being reviewed. Town Clerk to check on planting requirements and deadline for projects to be in place.

Councillors were asked to come forward with their ideas for their Wards.

**124. Closed Churchyards –** The Town Clerk advised that we were no further forward. Advice awaited from our Solicitor.

**125. Ballroom Ceiling** review quotes received for works required – the quotes were reviewed and it was resolved to progress with Chris Gibbs.

**126. Internal Audit report –** Town Clerk reviewed the last audit compiled by Cllr D Skinner. There were no issues raised.

Signed..... Dated.....