



WARWICK TOWN COUNCIL

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

Jayne Topham
Town Clerk

FINANCE & POLICY COMMITTEE

THURSDAY 13th JANUARY 2022

PRESENT:

Councillor N Butler
Councillor J D'Arcy
Councillor R Eddy
Councillor Mrs M A Grainger
Councillor T Morris
Councillor J Tracey (Chair)
The Mayor (Ex Officio)

MINUTES

257. Apologies Councillor PS Birdi send apologies which were accepted.

258. Declarations of Personal and Prejudicial Interests. None

259. Minutes of the meeting held on 21st October 2021 – minutes approved and signed.
It was resolved to approve the minutes as a true record
It was noted that the CIL policy was outstanding.

260. Schedule of Accounts already paid/Income – October, November & December 2021
It was resolved to approve the income and expenditure figures as presented.

261. Budgets – review current situation.
It was resolved to accept the figures, with amendments to the end budget figures for CIL and Mayors vouchers.

262. Risk Register – Score the CIL risk. Review the Red Risks.
The red risks were reviewed and the CIL risk was scored. All risks to be reviewed at the next Finance and policy committee meeting in March 2022.

263. Staffing – The Town Clerk advised that Vernal Myton had resigned, the custodian role

will be advertised in the spring. Liz Healey will have worked for the Town Council for 20 years in March this year. An event and gift will be organised.
The Town Clerk is working with our HR consultant to review the salary scales for all roles. The Tourist information centre will go through the process first outcomes will be reported back to this committee. Vicky is hoping to return to work in April this year.

264. WTC Objectives – Cllr N Butler reviewed the document.

265. CIL monies – Councillors had sent in requests for benches and noticeboards. The working party will ensure need, responsibility, and usage. A policy document also needs to be produced.

It was resolved to proceed with the purchase of a Defibrillator, a bench at Jubilee wood and at the shops in the Woodloes. This will be ratified at the Special meeting.

266. Closed Churchyards – Town Clerk advised that a response was waited from the District Council.

267. Internal Audit interim report – report was noted.

268. Calendar of meetings 2022/23 – it was resolved to accept the proposed dates which will be ratified at the special meeting.

269. Investment Policy – the policy was reviewed and amended to be ratified at the special meeting.

Amendments highlighted in red.

270. Mayor's Car – lease expiring in June 2022 – having reviewed the options it was resolved to extend the lease for a further year as this reduced the rent and could come into effect from February 2022.

271. Budgets 2022/23 – the proposed budget figures were reviewed and amended it was resolved to take a proposal of a £4 increase to the special meeting.

Amendments: Refurbishment of VIC reduced to £7,500, Town Ambassadors increased by £2,500 Mayors Allowance increased by £400 to cover NIC costs. Town Centre Management increased by £4600 to support the Commonwealth Games costs.

Signed..... Dated