



WARWICK TOWN COUNCIL

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

Jayne Topham
Town Clerk

FINANCE & POLICY COMMITTEE

WEDNESDAY 12th JUNE 2019

MINUTES

Present:

The Mayor
Councillor Mrs L Butler
Councillor N Butler
Councillor R Edgington (Chair)
Councillor J Tracey

The Town Clerk asked for a proposal of Chair for this meeting. Cllr J Tracey nominated Cllr R Edgington, this was seconded by Cllr N Butler all agreed.

47. Apologies: – Cllrs J Darcy, R Eddy, Mrs MA Grainger and T Morris sent their apologies – their apologies were accepted.

48. Declarations of Personal and Prejudicial Interests –none

49. Minutes of the meeting held on 21st March 2019 – minutes to be signed – it was resolved to sign the minutes as being a true record of the meeting.

50. Schedule of Accounts already paid/income received – March, April & May 2019
Following a discussion, it was resolved to approve the income/payments made for the months of March, April & May 2019. Councillors were reminded to raise questions prior to the meeting to enable the Town Clerk to bring any relevant paperwork to the meeting.

51. Staffing – TC to update

The Town Clerk updated Councillors on Staffing matters.

Appraisals have been completed – no issues of significance raised.

Christmas party booked.

Staff meeting 17th July 4 – 6pm at the Zetland – Councillors welcome to join at 6pm to meet the team.

52. End of year accounts 2018/19 – The Town Clerk presented the end of year accounts.

The accounts and audit figures will be presented at the Special Meeting schedules for the

20th June. Budget figures for this financial year – it was resolved to review at the next Finance and Policy meeting in August 2019.

- 53.** Standing orders and Financial Regulations – it was resolved for Councillors to review the documents presented to them in their guides. No legal changes have been made. Councillors to email the Town Clerk with any suggested changes with a view to ratifying any amendments at the next Finance and Policy meeting in August 219.

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