



WARWICK TOWN COUNCIL

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

Jayne Topham
Town Clerk

FINANCE & POLICY COMMITTEE

MONDAY 29th JUNE 2020

MINUTES

Present:

Councillor Mrs L Butler
Councillor N Butler
Councillor R Edgington
Councillor Mrs M A Grainger
Councillor J Tracey
Councillor T Morris (Chair)

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

412. Declarations of Personal and Prejudicial Interests –none.

413. Minutes of the meeting held on 5th May 2020 – minutes to be signed – it was resolved to sign the minutes as being a true record of the meeting.

414. Schedule of Accounts already paid/income received April & May 2020
There were no queries, it was resolved to approve the income/payments made for the months of April & May 2020.

415. Risk Management Policy – a new Risk strategy and register was provided. Following discussion, it was resolved to postpone its introduction to the next Finance and policy committee in August 2020, to allow further time for discussion. The current Risk document was reviewed and will be taken to the Special meeting due to be held the next evening.

416. Emergency Covid 19 response fund – application from Warwick Ambulance Association. Grant. Cllr N Butler supported this grant application. A summary of the application was made, and it was proposed that the grant be paid. All were in favour.

417. Staffing. The Town Clerk updated Councillors on preparations being made to open the Tourist information centre and processes in place to safeguard office staff.

418. Investments Policy – The proposed document was approved and will be presented to Full Council to be ratified.

419. Residents enquiry policy – This internal policy was intended for Councillors. It was agreed to approve with an additional paragraph at the beginning as an introduction. The policy will then be presented to Full Council to be ratified.

420. Appoint a member to conduct a quarterly audit of payments. Cllr N Butler will conduct the quarterly audits this year.

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