



WARWICK TOWN COUNCIL

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

Jayne Topham
Town Clerk

FINANCE & POLICY COMMITTEE

19th JUNE 2023

Present:

Councillor D Browne (sub)
Councillor J Darcy
Councillor M Edwards
Councillor P Murphy
Councillor Simon Pargeter
Councillor D Skinner
Councillor J Sullivan
The Mayor (Ex Officio)

MINUTES

1. To elect a Chairman for the Municipal Year 2023/24

Cllr A Murphy was nominated all were in favour there were no other nominations received.

2. Apologies: Cllr J Sinnott send his apologies it was resolved to approve them.

3. Declarations of Personal and Prejudicial Interests. None

4. To elect a Deputy Chairman for the Municipal Year 2023/24

Cllr J Sullivan was nominated all were in favour there were no other nominations received.

5. Minutes of the meeting held on 2nd May 2023 – it was resolved to approve the minutes as stated.

6. Schedule of Accounts already paid/Income – 1 April Income 2 April Expenditure & 3 May Income & 4 May Expenditure 2023- It was resolved to approve the accounts as stated.

7. Budget /Management accounts & Audit form for 2022/23 – The accounts and Audit form were reviewed it was resolved to approve them.

8. Internal Audit Report – The report was reviewed, and the findings were noted.

9. Risk Register – Review ALL Risks.

It was resolved to take the report to Full Council for a full review.

10. Staffing – The Town Clerk advised that the new Maintenance Officer was in place.

A suggestion to put stickers on the side of his barrow stating “put your litter in a bin or take it home” was made which will be implemented.

11. CIL working party – review actions and agree members for working party update

Town Clerk

The summary was reviewed. Cllr M Edwards, Cllr S Pargeter, Cllr J Sullivan and Cllr J Sinnott will form the new working party.

Approve cost for notice boards – it was resolved to use Shelley Signs £2,515

12. Ward Walks – The Town Clerk gave a background to the initiative. It was resolved to support and to start with All Saints & Woodloes then Myton & Heathcote. Cllr D Skinner, Town Clerk and Chamber of Trade will walk the town centre.

13. Closed Churchyards – The Town Clerk gave a background to the Town Council’s responsibilities advised that the legal document is still awaited from WDC – they have advised that it is in progress.

14. Review Direct and Standing order list – the list was reviewed, and it was resolved to approve as stated.

15. Youth Council - The Town Clerk gave a background to the initiative which all were in favour of supporting. Cllr S Pargeter agreed to champion the project. This will be taken to Full Council.

16. Mayor’s Car – approve repair costs – The Town Clerk advised that NFU had agreed to allow a claim for the recent damage to the bumper. It was agreed to ask the garage carrying out this work to give a quote for the driver’s side door panel before making a decision. Authority was given to the Town Clerk to make this decision.

17. Civic Manual – approve proposed amendments – it was resolved to approve the amendments and to take to Full Council to ratify.

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