



## WARWICK TOWN COUNCIL

### TOWN CLERK

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## FINANCE & POLICY COMMITTEE

13th MARCH 2025

### **PRESENT:**

Councillor D Browne  
Councillor J Darcy  
Councillor Ms K Gorman  
Councillor P Murphy  
Councillor Simon Pargeter  
Councillor J Sinnott (Chair)  
Councillor P Wightman

## MINUTES

85.	<b><u>APOLOGIES:</u></b> The Mayor (Ex Officio) sent his apologies – it was resolved to accept them
86.	<b><u>DECLARATION OF PERSONAL OR PREJUDICIAL INTEREST:</u></b> None
87.	<b><u>MATTERS ARISING FROM PREVIOUS MINUTES.</u></b> January 2025. Minutes attached for reference. Discussions regarding CCLA Better World Cautious Fund. – item on this agenda. Court House roof assessment still outstanding the Town Clerk has chased. <a href="#">F P Minutes Jan 2025.docx</a>
88.	<b><u>PAYMENTS AND INCOME</u></b> To APPROVE income and payments for January 2025 <u>January 2025</u> <ul style="list-style-type: none"><li>Income report (produced at 2.38pm on 21st February 2025)</li><li>Expenditure report (produced at 2.39pm on 21st February 2025) <a href="#">January 2025ghm Expenditure.pdf</a> <a href="#">January 2025 Income.pdf</a></li></ul>

	<p>Reports attached for reference.</p> <p>It was unanimously resolved to approve the income and payments listed for January 2025.</p>
89.	<p><b><u>FORECAST 2024/5</u></b></p> <p>NOTE Forecast v Actual to end of January 2025.</p> <p><a href="#">Income Forecast to January 2025.xlsx</a></p> <p><a href="#">Expenditure Forecast to January 2025.xlsx</a></p> <p>Report attached.</p> <p>It was resolved to note the reports and also the potential change of forecast for Insurance as the Town Clerk advised that Clear Council's were unable to hold the price quoted for the 3-year agreement. The price increase is £2,335. A second quote is being obtained, and the Town Clerk will email the committee with the outcome. The insurance is due at the end of this month.</p>
90.	<p><b><u>STAFFING</u></b></p> <p>The Town Clerk advised that Nina Christodolo will join the Town Council team on the 26<sup>th</sup> March 2025 as the new Administrative Support Officer. This appointment comes after the restructure of the office following Katherine Geddes resignation. Increment changes to salaries will be made to appropriate staff in April 2025. Work experience being offered to local students.</p>
91.	<p><b><u>CLOSED CHURCHYARDS</u></b></p> <p>Cllr J Sinnott Chair advised Councillors that no response had been received to our letter sent 11<sup>th</sup> November 2024. He has been talking to other Town's in the District to determine duplicate charging for services within their Towns. Pressure is being placed on the District Council to "do the right thing".</p>
92.	<p><b><u>INVESTMENT POLICY</u></b></p> <p>The current policy was reviewed and amendments proposed.</p> <p><a href="#">Warwick Town Council Investment Policy March 2025 draft.docx</a></p> <p>Revised policy attached amendments in red.</p> <p>It was resolved to approved the amendments, all were in favour.</p>
93.	<p><b><u>CCLA Better World Cautious Fund</u></b> – DISCUSS making an investment into this fund as interest rates are likely to decline – this would affect the amount of interest gained from the Public Sector Deposit Fund. AGREE a proposed amount to invest.</p> <p>Current information to be emailed separately to the committee.</p> <p>It was resolved not to invest in this fund during the current climate. The fund will be reviewed if interest rates reduce.</p>
94.	<p><b><u>ELECTRICITY CONTRACTS</u></b></p> <p>To APPROVE recommendation for the forthcoming year.</p> <p><a href="#">Electricity Quotes.xlsx</a></p> <p>The Town Clerk advised that the prices were changing daily and that since sending out the agenda Northern Gas and Power – Yu Energy have offered a better price. Following a discussion, it was resolved to approve Northern Gas and Power – Yu Energy for the price quoted £4,978.05 for the next 3 years.</p>

95.	<p><b><u>STANDING ORDERS</u></b></p> <p>To REVIEW and APPROVE the Town Council's current Standing orders  <a href="#">Warwick Town Council Investment Policy March 2025 draft.docx</a>          Standing orders attached.          Following a discussion, it was resolved to propose that the standing orders remain unchanged. The majority were in favour.</p>
96.	<p><b><u>DEVOLVED MANAGEMENT</u></b> - Town Clerk gave an overview of the on-line meetings held by County and District. At this stage little is known. It was agreed that a small working group should be formed to have initial discussions regarding the Town Councils stance. This will be decided at the next meeting when further guidance is released.</p>
97.	<p><b><u>CODE OF CONDUCT</u></b></p> <p>To REVIEW and APPROVE the Town Council's current Code of Conduct  <a href="#">Code of Conduct 2025.docx</a>          Code of Conduct attached.          It was resolved propose that the code of conduct remains unchanged. All were in favor.</p>
98.	<p><b><u>FINANCIAL REGULATIONS</u></b></p> <p>To REVIEW and APPROVE the proposed changes  <a href="#">Financial Regulations March 2025.docx</a>          Amended Financial Regulations attached – proposed change in red.          It was resolved to approve the recommended changes all were in favour.</p>

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