



WARWICK TOWN COUNCIL

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

Jayne Topham
Town Clerk

FINANCE & POLICY COMMITTEE

19th MAY 2022

Present:

Councillor Mrs L Butler (sub)
Councillor N Butler
Councillor J D'Arcy
Councillor T Morris
Councillor J Tracey (Chair)
The Mayor (Ex Officio)

MINUTES

- 413. Apologies:** Cllrs PS Birdi, R Eddy and Mrs MA Grainger sent their apologies it was resolved to accept them.
- 414. Declaration of Personal and Prejudicial interest.** None
- 415. Minutes of the meeting held on 15th March 2022** – It was resolved to approve the minutes as a true record.
- 416. Schedule of Accounts already paid/Income** – March 2022- it was resolved to approve the payments.
- 417. Budgets 2022/23**– review in light of increased utility costs, back pay for salaries 2021/22, Mayor's allowance, £5k Warwick railway station railings and promotion of Warwick costs. Back pay of salaries have been adjusted into last year's accounts now – therefore the budget does not need amending.
Suggested changes were sent out prior to the meeting. These were approved along with an increase of £3k to Court House costs to cover the new electricity contract with

Octopus Energy. It was felt that the VIC revamp figure of £15k could be halved and £7.5K could be placed in a separate budget for Town Promotion.

A discussion was held regarding the Chambers request for £6k at E & T committee.

Grants for this funding were favoured along with having a budget for Town Promotion.

Following a vote, the majority favoured the budget.

418. Risk Register – Score the CIL risk. Review the Red Risks.

The Town Clerk and Cllr N Butler reviewed all the risks, changes made to document presented. The only red risk was the Churchyards which were reviewed under item 422.

419. Staffing – TC gave an overview of staffing matters.

420. WTC Objectives – this will be reviewed at the next meeting.

421. CIL monies – Town Clerk advised that the working party were meeting on the 13th June 2022. The Court House defibrillator has been installed. The Town Clerk will find out from WDC what their CIL monies are being spent on.

422. Closed Churchyards – Following advice from our solicitor a meeting was held with Chris Elliot WDC, with a proposal. A further meeting will be held once he has spoken to WDC Burial team. It is the intention to find a resolution without a legal challenge.

423. Investments – Approve £795 fee for a suitability report to enable £100k investment – Town Clerk gave a background to the payment. It was resolved to pay. We will find out if this has to be paid again, should we wish to make a further investment or whether the monies are refunded on application.

424. Reserve Policy – the proposals were reviewed. We already had a reserve for elections of £40K. Court House Maintenance fund £15,000, Town Council Enhancement reserves £1,800 and Economic Development reserve of £3,300. It was resolved to approve the proposal.

425. Grants policy – review proposed change.

Our grant application asks for a clear breakdown of how the money will be spent. However, we have found in some cases some organisations apply for a contribution of money from us to their overall cost of project. It is believed that if applicants can evidence that we are supporting their application – it strengthens their grant and allows them to obtain further funding from other organisations.

As a result of this we have amended our grant application and policy to reflect this Change. It was resolved to approve the change.

Cllr N Butler requested that the policy be placed on the next F & P meeting to discuss the need to offer support to community centres for a short period, whilst running costs are so high.

426. Street furniture –Cllr Mrs L Butler reviewed the list provided. There will be some additions. A revised list will be presented to the next F & P meeting for approval. Items will be added to our asset register.

427. Deputy Mayor Elect 2022/23– Cllr T Morris reiterated the fact that he was not standing for Town next year therefore the role of Deputy Mayor Elect should be passed to Cllr N Butler who was next in line. It was resolved to approve this change.

428. Quarterly transaction audit April – Dec 21 – the report was reviewed. Thanks were given to Cllr D Skinner. It was resolved to accept the report.

429. Carbon Neutral workshop – Cllr T Morris and Cllr J Darcy wished to be members. The item will be taken to the next F & P meeting as there were several members absent.

430. Court House – Ground floor – replacement tiles. The quotes were reviewed it was resolved to approve the recommended provided PMC flooring.

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