



WARWICK TOWN COUNCIL

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

Jayne Topham
Town Clerk

FINANCE & POLICY COMMITTEE

TUESDAY 2nd MAY 2023

Present:

Councillor Mrs L Butler
Councillor N Butler
Councillor R Edgington
Councillor Mrs M A Grainger
Councillor J Tracey (Chair)
The Mayor (Ex Officio)

MINUTES

389. Apologies The Mayor (Ex Officio), Councillor J D'Arcy, Councillor R Eddy, Councillor T Morris sent their apologies it was resolved to accept them.

390. None.

391. Matters arising from March minutes. – Town Clerk

Objectives – there were a few outstanding – the item will be reviewed in the new administration.

Ward walks – Woodloes and Myton & Heathcote – both to be rescheduled in the new administration.

392. CIL – review - The Town Clerk reviewed the summary and asked for a view to be taken regarding the amount set aside for the Wayfinding project – currently £20K. Following a discussion, as the project is so important for the Town it was resolved to increase this to £45K.

393. Schedule of Accounts already paid/Income – March 2023,
Following a discussion, the income and expenditure accounts for March were approved.

394. Budgets to end of 2023.

The income and expenditure amounts were reviewed. The accountant will make adjustments but it was estimated that there should be a £100K surplus.

There was a deficit of £6K, on Court House costs which could be taken from the Court

House maintenance reserves.

Moneys to be accrued: Grants £10,300, Myton Green Shed £1k, Railings for the station £5K. Thanks, passed to the Town Clerk and George for their financial management.

395. Staffing – The Town Clerk advised that interviews had started for the Town Centre Cleaner/gardener. This is a new position, equipment will need to be purchased. Health and Safety training has been carried out for all staff. 2 members of staff have attended Fire Stewards training.

396. Closed Churchyards – The Town Clerk advised that a legal document is being produced by the District.

397. Risk Management – reviewed and accepted.

398. Reserve Policy – approve amounts to be transferred. Following a discussion, the election reserve will continue to receive £12,500. Court House a further £15K. Wayfinding £22,500 – into Town Enhancement Plus £9K excess from budget. Once the accounts are complete and the general reserve figure confirmed it was resolved to underwrite the Wayfinding projects whilst funding is approved.

399. Youth Council – The Town Clerk advised that this project will be furthered in the new administration.

400. Approve reviewed policies – Town Clerk

- Complaints procedure
- Freedom Information requests
- Social media policy

It was resolved to approve the policies.

Thanks were given by the Chair to the committee for the past administration.
Thanks, given by the Leader to the Chair for his leadership.

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