



# WARWICK TOWN COUNCIL

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WARWICK  
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Jayne Topham  
Town Clerk

## FINANCE & POLICY COMMITTEE

WEDNESDAY 11<sup>th</sup> OCTOBER 2017

### MINUTES

#### **Present:**

Councillor M Ashford  
Councillor L Bolton (sub)  
Councillor P S Birdi  
Councillor Mrs D Da Cruz  
Councillor G Guest  
Councillor T Morris  
The Mayor (Ex Officio)

**169. Apologies:** Cllr Mrs M Littlejohn and Cllr Mrs M A Grainger – it was resolved to accept their apologies.

**170. Declarations of Personal and Prejudicial Interests - None**

**171. Minutes of the meeting held on 16<sup>th</sup> August 2017** – minutes to be signed – it was resolved to sign the minutes as being a true record of the meeting.

**172. Schedule of Accounts already paid** – August and September 2017

Following a discussion, it was resolved to approve the payments made for the months of August & September 2017. Two Warwick in Bloom invoices were queried and will be reviewed at the next Community and Culture meeting.

**173. Staffing** – TC to update

**Events & Social Media Co-ordinator role** – 130 applications were received, following successful interviews Fiona Molloy has been offered the position and will be visiting this Friday to discuss a start date.

**Christmas party** – After last year's successful Christmas party the staff have asked to return to the Hilton again this year. Unlocking Warwick volunteers are also included and partners can attend. Again, this is being paid for by staff members.

**174. Christmas Closing – TC to report**

The Office will close on the 23<sup>rd</sup> December through to the 2<sup>nd</sup> January 2018 with staff taking holiday where necessary. The Tourist Information Centre will close on the 24<sup>th</sup> – 27<sup>th</sup> December and 31<sup>st</sup> December – 2<sup>nd</sup> January 2018

**175. Audit Completion – TC to report**

The Audit has been successfully completed. This is the last year Grant Thornton are involved. We have not been notified yet who our next external auditor will be.

**176. Subscriptions – review and approve**

A list of subscriptions were provided to Councillors. A discussion was held around the benefits v costs of being a WALC member. Membership costs will become £2,166 per year and it was resolved to take this item to Full Council in January when budgets are discussed in detail. All other subscriptions were approved.

**177. Warwick District Standards Committee – consultation response to be confirmed.**

A review of the Standards Committee had taken place and Councillors were asked to comment on the proposed changes. The consensus was to retain the committee in its current format as it was felt to work well.

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