



WARWICK TOWN COUNCIL

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

Jayne Topham
Town Clerk

FINANCE & POLICY COMMITTEE

WEDNESDAY 11th OCTOBER 2018

MINUTES

Present:

The Mayor
Councillor Mrs C Cross (sub)
Councillor S Cross
Councillor R Edgington
Councillor Mrs M A Grainger
Councillor T Morris (Chair)
G Palmer

- 181. Apologies:** – Councillors Mrs D Da Cruz, G Guest, Mrs A Littlejohn sent their apologies – their apologies were accepted.
- 182. Declarations of Personal and Prejudicial Interests** –none
- 183. Minutes of the meeting held on 15th August 2018** – minutes to be signed – it was resolved to sign the minutes as being a true record of the meeting.
- 184. Schedule of Accounts already paid/income received** – August & September 2018
Following a discussion, it was resolved to approve the income/payments made for the months of August & September 2018.
- 185. Audit** – the new auditors have signed off the accounts for 2016/17 without any queries.
- 186. Staffing/Training** – TC to update
The Town Clerk updated Councillors on Staffing matters.
The TIC & Office will close at 2pm on the 28th November for Fire Training.
Staff Christmas party has been organised.
- 187. Budgets** -Half Year review and make relevant changes.
The Town Clerk presented income and expenditure for the first half of the year.
Budgets were in line with what was expected.

188. Banking – approve new signatories. With the forthcoming elections and the length of time it takes to get bank approval the TC wished to authorise a further 2 Councillors – it was resolved to approve Cllrs T Morris and N Murphy to be added as signatories to the Lloyds accounts.

189. Full Council meetings

1) Robing -discuss concerns raised and agree protocols moving forward.

Following a discussion and review of protocols for other Towns it was resolved to retain our current procedures of robing for Full Council meetings, disrobing for part 2

2) Deputy Mayor chairing meetings – agree protocol. Following a debate, it was resolved for the Deputy Mayor to be treated the same as the Mayor, if chairing Full Council meetings, other than wearing the Mayors robe or chain.

190. Tourist Information Centre and Office Christmas closing – agree dates for 2018.

The proposed opening times were agreed – appendix 1.

191. Community Grants Flyer – Bernie Allen – discuss

The flyer was approved with a slight change to reflect the two different types of grant Community and Events.

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