



WARWICK TOWN COUNCIL

TOWN CLERK

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FULL COUNCIL

NOTICE IS HEREBY GIVEN a special meeting of **FULL COUNCIL** for **WARWICK TOWN COUNCIL** will be held at St Marys Church Warwick on **THURSDAY 21st MAY 2026** commencing at **6.30pm**

AGENDA

	SECTION A Council
	WELCOME
1.	PRAYERS
2.	APOLOGIES
3.	DECLARATION OF PERSONAL OR PREJUDICIAL INTEREST <i>Members to declare the existence and nature of interests in items on the agenda in accordance with the adopted Code of Conduct. Declarations should be disclosed during this item. However, the existence and nature of any interest that subsequently becomes apparent during the course of the meeting must be disclosed immediately. If the interest is not registered, Members must notify the Town Clerk of the interest within 28 days. Members are also reminded of the need to declare predetermination on any matter. If Members are unsure about whether or not they have an interest, or about its nature, they are strongly advised to seek advice from the Town Clerk, prior to the meeting.</i>
4.	To APPROVE minutes for FULL COUNCIL meeting held 26th March 2026 Full Council Minutes March 2026.docx
5.	REPORTS OF PLANS COMMITTEE: To RECEIVE and ADOPT the minutes of the following meetings:

	<ul style="list-style-type: none"> • 9th April 2026 • 7th May 2026 <p> Minutes Planning April 2026.pdf</p> <p>Minutes Planning May 2026 DRAFT.pdf</p>
6.	<p>COMMITTEE MEETINGS: To RECEIVE and ADOPT the minutes of the following committees:</p> <ul style="list-style-type: none"> • Allotments 27th April 2026 • Community & Culture 12th February 2026 (amended) & 16th April 2026 • Economic & Tourism 23rd April 2026 • Finance & Policy 14th May 2026 <p>Allotment Committee Meeting minutes 27th April 2026 DRAFT.pdf C & C Minutes Feb 2026.docx C & C Minutes April 2026.docx E T Minutes April 2026.docx F P Minutes May 2026.docx</p>
7.	<p>GRANTS To RECEIVE and APPROVE grant application – see below, documents attached: Approved at E & T April 2026.</p> <ul style="list-style-type: none"> • Warwick District foodbank contribution of £5000 supported by Dave Skinner  Warwick District Foodbank - Contribution April 2026.pdf
8.	<p>POLICIES To REVIEW and APPROVE Policy. (approved at Finance and policy)</p> <ul style="list-style-type: none"> • Fire Emergency Plan • Digital and social media policy • Complaints procedure • Risk Management strategy • Flexible working policy • Expenses policy • Annual Leave policy • Lone Working policy • Health and Safety policy • Public information leaflet. <p>Policies attached.</p> <p>Fire Emergency Plan March 2026.docx SOCIAL MEDIA POLICY FOR WARWICK TOWN COUNCIL - May 2026.docx Warwick Town Council Complaints procedure 2026.docx Risk Management Strategy May 26.docx WTC Risk Register May 26.xlsx</p>

	WTC flexible-working-policy-2026.docx WTC Expenses-policy May 26.docx WTC Annual-leave-policy May 26.docx WTC Lone-working-policy May 26.docx Warwick Town Council Health and Safety Policy May 26.docx Public Speaking Leaflet 2026.doc
9.	PLANNING COMMITTEE – date change, due to WDC date changes. Monday 1 st June to Monday 8 th June – APPROVE.
	SECTION B MAYOR MAKING
10.	Outgoing Mayor Presentations: <ul style="list-style-type: none"> • Presentation to the Mayor’s Charities • Mayor’s awards. • Presentation Mayor Cadet • Mayor’s Chaplain
11.	Election of Town Mayor Cllr J Darcy
12.	Vote of thanks to retiring Town Mayor Cllr S Pargeter
13.	Appointment of Mayor’s Chaplain Cllr S Pargeter
14.	Appointment of the Mayor’s Cadet Cllr S Pargeter
15.	Election of Deputy Town Mayor Cllr S Pargeter
16.	Appointment of Petty Officers. Town Clerk Trevor Langley Sargeant of Mace Ashley Garrison Brown Assistant Sargeant of Mace Michael Reddy Town Crier
17.	To confirm the membership of committees. Town Clerk
18.	To confirm the representation for outside bodies. Town Clerk

Jayne Topham

14th May 2026