



WARWICK TOWN COUNCIL

TOWN CLERK

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FULL COUNCIL

11th DECEMBER 2025

MINUTES

Present:

The Mayor

Councillor D Browne

Councillor Mrs K Dray

Councillor M Edwards

Councillor Ms K Gorman

Councillor O Jacques

Councillor Miss CL Moynihan

Councillor AP Murphy

Councillor S Pargeter

Councillor J Sinnott

Councillor D Skinner

Councillor P Wightman

Town Clerk Jayne Topham

WCC Cllr J Holland Cllr S Jones

SECTION A Council	
57.	PRAYERS – Father Patrick Mileham
58.	MAYORS ANNOUNCEMENTS The Mayor reviewed the engagements she had made since the last meeting. She thanked the Town Council team for their involvement with Small Business Saturday.
59.	APOLOGIES: Cllr Mrs E Harrison and Cllr Mrs M Mangat sent their apologies – it was resolved to accept them.

60.	DECLARATION OF PERSONAL OR PREJUDICIAL INTEREST – None.
61.	<p>To APPROVE minutes for FULL COUNCIL meeting held 30th October 2025 Full Council Minutes October 2025.docx</p> <p>It was resolved to approve the minutes as a true record.</p>
62.	<p>To RECEIVE reports from District and County Councillors John Holland County report December 2025.docx District Report for Warwick Town Full Council on 11th.docx</p> <p>Cllr J Holland reviewed his report. Cllr S Jones WCC reviewed the situation with Scar bank bridge. This will open up a new walking and cycling scheme.</p>
63.	<p>REPORTS OF PLANS COMMITTEE:</p> <p>To RECEIVE and ADOPT the minutes of the following meetings:</p> <ul style="list-style-type: none"> • 2nd & 27th October 2025 • 4th December 2025 <p>PDF Minutes Planning 2nd October 2025.pdf PDF Minutes Planning 27th October 2025 DRAFT.pdf PDF Minutes Planning December 2025 DRAFT.pdf</p> <p>It was resolved to approve the minutes for the meetings held on the 2nd/27th October and the 4th December 2025.</p>
64.	<p>COMMITTEE MEETINGS:</p> <p>To RECEIVE and ADOPT the minutes of the following committees:</p> <ul style="list-style-type: none"> • Allotments 17th November 2025 • Community & Culture 13th November 2025 • Economic & Tourism 20th November 2025 <p>PDF Allotment Committee Meeting minutes 17th November 2025 DRAFT.pdf C & C Minutes November 2025.docx E T Minutes 2025.docx</p> <p>It was resolved to approve the minutes of all of the committees stated.</p> <ul style="list-style-type: none"> • Devolved Management – APPROVE Laurie Day to carry out a survey on Pageant House - £1,200. Cllr J Sinnott reviewed the background to the request. Letter Laurie Day.pdf It was resolved to approve the cost of £1,200 for this project. • Christmas Lights – APPROVE additional light purchase. Christmas Light - Warwick Town Centre.docx It was resolved to approve the purchase of this additional feature light.
65.	<p>APPROVE Policies</p> <p>To RECEIVE and ADOPT the policies as approved at Finance & Policy.</p> <ul style="list-style-type: none"> • Civic Manual

	<ul style="list-style-type: none"> • Grants Policy • Death of Royal <p><u>Warwick Town Council Civic Manual DRAFT 2025.docx</u></p> <p><u>Part 1 - Guidance Notes 2025.docx</u></p> <p><u>Part 2 - Grants Policy 2025.docx</u></p> <p><u>Part 3 - Grant Application Form 2025.docx</u></p> <p><u>WTC Death of the Monarch or Senior Figure Dec 25.docx</u></p> <p>It was resolved to approve all of the listed policies as stated.</p>
66.	<p>THE QUEEN'S ROYAL HUSSARS – Major Darren Grinsell, RSM Mitchell Hodge, Warrant Officer Mark Wilkes & Andy Milton attending to accept the Freedom of the Town.</p> <p>Maj. Grinsell thanked the Town Council for bestowing the honour of Freedom of the Town and confirmed the date of the 20th June 2026 for the parade to happen.</p>
67.	<p>Members Questions</p> <p>Bus shelter Reardon Court. Completion dates were discussed anticipated May 2026. St Johns shops – interim traffic concerns were raised.</p> <p>Communication with Health Visitors was highlighted as an issue for local residence. The concerns will be feedback via WCC Councillors.</p> <p>Smith Street – pavement safety issues being discussed with our Town Centre Manager.</p> <p>Cllr Jones WCC asked for the Town Council to write to support Active Travel. Councillors were asked to write to the Town Clerk for her to compile a response.</p>
SECTION B GENERAL PURPOSES	
68.	<p>PUBLIC QUESTION TIME:</p> <p>Members of the public may PRESENT a question</p> <p>Two members of the public raised a question regarding a complaint. They had not received a response. The Town Clerk advised that the Monitoring Officer had sent an email that day.</p> <p>A response was requested from the Town Council.</p> <p>Following discussions regarding Devolved Management the existence of the Community Asset was raised. The Town Clerk advised that any change of ownership of a community asset would not affect this status.</p> <p>A member of the public raised concerns around air pollution with lorries parked on the Myton Road with the engines running. WCC Councillor details were passed to the resident to enable them to make contact.</p> <p>An update on the meetings regarding St Nicolas Park was requested. WDC Cllr Sinnott stated that WCC were responding in Jan/February 2026. A list of incidents was subsequently circulated to Town Councillors.</p>
69.	<p>DEVOLVED MANAGEMENT – Update Cllr D Skinner reviewed the discussions of the working group. It was acknowledged that we were in the hands of the Government and decisions will be known hopefully mid-year 2026.</p>

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