



## WARWICK TOWN COUNCIL

Court House  
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WARWICK  
CV34 4EW  
Tel: 01926 411694

Jayne Topham  
Town Clerk

### FULL COUNCIL MEETING

19<sup>th</sup> MARCH 2020

### MINUTES

**Present:** The Mayor. Cllr M Ashford, Cllr PS Birdi, Cllr Mrs L Butler, Cllr N Butler, Cllr R Eddy, Cllr R Edgington, Cllr Mrs MA Grainger, Cllr O Jacques, Cllr T Morris, Cllr D Skinner & Cllr J Tracey.

#### Section A Council

**344. Prayers** – read by Rev V Roberts

**345. Apologies:** It was resolved to accept the apologies from Cllr S Cross, Cllr J Darcy and Cllr Ms M Noone.

**346. Declarations of Interest** - None

**347. Approve the Minutes of the Council Meeting held on 16<sup>th</sup> January 2020**  
It was resolved to approve the minutes as a true record of the meeting.

**348. Mayor's Announcements** – The Mayor announced that this would be his final event and thanked Councillors and the Town Clerk and her team for the support given in his Mayoral year. Golden Bear award – Councillors were asked to email the Mayor with nominations. The European Flag was removed from the Chamber and the intention is to replace this flag with an Italian one to link with our twin towns.

**349. Reports to be received from District or County Councillors.**  
No Councillors present.

### **350. Reports of Plans Committee**

To receive and adopt the Reports of the Plans Committee meeting held on 29<sup>th</sup> January & 27<sup>th</sup> February 2020.

It was resolved to accept the minutes from the Planning Committee on the dates stated.

### **351. Reports of Committees**

To receive and adopt the reports of the following committees:

Allotments 3<sup>rd</sup> February 2020 – Cllr Ashford passed his thanks again, to Cllr N Butler for his work regarding Devolved Management.

Economic & Tourism 6<sup>th</sup> February 2020

Community & Culture 13<sup>th</sup> February 2020

Finance and Policy 12<sup>th</sup> March 2020

It was resolved to approve the minutes of the committee meetings held during this cycle.

### **352. Election of Mayor and Deputy Mayor 2020/21**

The Town Clerk had asked for nominations for Mayor and Deputy Mayor for the new administration. Our current Deputy Mayor Cllr T Morris was elected to become Mayor Elect and Cllr R Edgington was elected to become Deputy Mayor Elect

### **353. To answer member's questions – None**

## **Section B General Purposes**

**354. Public Question Time** – A resident asked if a question, that was asked several years ago, whether a HMO Article 4 Direction had been reconsidered in light of recent HMO developments in Warwick. The Mayor responded, he was Chair of our Planning Committee at the time. This point had been considered with WDC and it was felt that Warwick Town didn't meet the criteria. Cllr R Edgington advised that we still would not be eligible and that the Local Plan included strict guidelines to prevent them.

### **355. Warwick District Council Climate Change – presentation Cllr A Day Leader WDC**

Councillor Mrs MA Grainger advised that this item was deferred.

### **356. Grant Application**

**Citizen's Advice £5K** - approve

**The Lord Leycester Hospital £5k** – approve

Following discussion, it was resolved to approve the grants.

**357. Approve changing Plans in April 2020-** from the 7<sup>th</sup> to the 23<sup>rd</sup>.  
Due to Covid-19. The need to change the meeting had become void.  
WDC have postponed its Planning Committee meeting on the 31<sup>st</sup> March 2020.

**358. Committee Powers** – ratify document – it was resolved to approve the document.

**359. Adopt reviewed policies.**

- Digital and Social Media Policy
- Freedom of Information Policy
- Public Speaking Leaflet
- Complaints procedure
- Members Allowance

It was resolved to approve the revised documents.

**360. Coronavirus – review contingency plans –  
- discuss cancellation of events**

Annual Town meeting

Partnership Meeting

Euro-camp

Town Ambassadors

**-to consider extending the delegation of Council decisions to the Clerk during any period of restricted activity declared by the Government in respect of the covid- 19 virus.**

**To establish a Pandemic Crisis Management Team.**

- The Town Clerk reiterated the operation changes shared at Finance and policy. The following recommendations were made:
  - Annual Town meeting to be postponed to the 21<sup>st</sup> October 2020
  - Mayor Making to be held, if possible, the agenda to be the election of the new Mayor and Deputy only. A full celebration to held later in the year.
  - Eurocamp in Warwick to be deferred to the same Sunday to Sunday dates next year.
  - Partnership meeting – our representation will be withdrawn this year.
  - Town Ambassadors – recruitment to be reviewed in June 2020.
  - All Committee Meetings in April 2020 to be cancelled
  - Cllr T Morris and the Town Clerk will meet remotely to sign off payments each month. Conference facilities have been set up.
  - An emergency committee formed to deal with any emergency business in the interim. Conference facilities established for the Town Clerk, Cllr Mrs MA Grainger, Cllr N Butler and Cllr T Morris.
  - The Town Clerk will continue to run the operation. Staff are entering the building to work, at the moment, a number of tasks can be carried out behind the scenes.

**361. Investment plan** – ratify proposals made at Finance and Policy. Cllr T Morris reviewed the recommendations made at Finance and Policy. It was resolved to approve the following:

- 1) A sum of £100k to be invested
- 2) It would be invested in CCLA Public Sector Deposit Fund. This has a current yield of 0.70%
- 3) An investment policy should be prepared for ratification by Full Council
- 4) Until then the F&P powers should be updated to allow it to make changes to the investments up to level of 75% of the budget figure of the then current year.

**362. Group Objectives** – Cllr Mrs MA Grainger requested that Councillors reviewed the objectives and contacted Cllr N Butler if they wish to lead a project.

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