



WARWICK TOWN COUNCIL

TOWN CLERK

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FULL COUNCIL

THURSDAY 21st MAY 2026

MINUTES

Present:



The Mayor
Councillor D Browne
Councillor Mrs C Bryan
Councillor Mrs K Dray
Councillor Ms K Gorman
Councillor Mrs E Harrison
Councillor O Jacques
Councillor Mrs M Mangat
Councillor Ms C L Moynihan
Councillor S Pargeter
Councillor J Sinnott
Councillor D Skinner
Councillor P Wightman

Town Clerk Jayne Topham

SECTION A Council

WELCOME given by the Mayor of Warwick

- 1. PRAYERS** were given by Father Patrick Mileham.

2.	<p>APOLOGIES Councillor M Edwards & Councillor AP Murphy sent their apologies; it was resolved to accept them.</p>
3.	<p>DECLARATION OF PERSONAL OR PREJUDICIAL INTEREST - None</p>
4.	<p>To APPROVE minutes for FULL COUNCIL meeting held 26th March 2026 Full Council Minutes March 2026.docx It was resolved to approve the minutes as a true record. All were in favour.</p>
5.	<p>REPORTS OF PLANS COMMITTEE: To RECEIVE and ADOPT the minutes of the following meetings:</p> <ul style="list-style-type: none"> • 9th April 2026 • 7th May 2026 <p> Minutes Planning April 2026.pdf Minutes Planning May 2026 DRAFT.pdf</p> <p>It was resolved to approve the minutes of the planning committees held on the 9th April and the 7th May 2026. All were in favour.</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> <p>It was resolved to approve the minutes for each committee listed above. All were in favour.</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 <p>It was resolved to approve the grant to the District Foodbank for £5,000. The majority were in favour.</p>
8.	<p>POLICIES To REVIEW and APPROVE Policy. (approved at Finance and policy)</p> <ul style="list-style-type: none"> • Fire Emergency Plan

	<ul style="list-style-type: none"> • 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 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</p> <p>It was resolved to approve the policies as listed above. All were in favour.</p>
9.	<p>PLANNING COMMITTEE – date change, due to WDC date changes. Monday 1st June to Monday 8th June – APPROVE. It was resolved to approve the change. All were in favour.</p>
	<p>SECTION B MAYOR MAKING</p>
10.	<p>Outgoing Mayor Presentations:</p> <ul style="list-style-type: none"> • Presentation to the Mayor’s Charities SOS suicide, Women’s stepping out, The Crafting tree and Men walking and talking. • Mayor’s awards. Stephen Burnett and Rick Thompson. • Presentation Mayor Cadet - Army Cadet Sargeant Iliya Lazic • Mayor’s Chaplain Father Patrick Mileham.
11.	<p>Election of Town Mayor The Mayor asked for nominations for Town Mayor 2026/7 Cllr J Sinnott proposed Cllr S Pargeter, this was seconded by Cllr Ms CL Moynihan, there we no other nominations. All were in favour.</p>
12.	<p>Vote of thanks to retiring Town Mayor Cllr S Pargeter moved a vote of thanks to Cllr J Darcy outgoing Mayor. Cllr D Skinner gave a formal speech of thanks seconding the motion. All were in favour. Cllr J Darcy reflected on her Mayoral year and gave thanks to those who had supported her.</p>

13.	Appointment of Mayor's Chaplain Cllr S Pargeter The Mayor appointed Cannon Angus Aagaard as his Chaplain.
14.	Appointment of the Mayor's Cadet Cllr S Pargeter The Mayor appointed Leading Cadet Jacob Robbins Sea Cadet
15.	Election of Deputy Town Mayor Cllr S Pargeter The Mayor called for nominations for Deputy Mayor 2026/7. Cllr D Browne proposed Cllr P Wightman this was seconded by Cllr Mrs K Dray. There were no other nominations. All were in favour.
16.	Appointment of Petty Officers. Town Clerk Trevor Langley Sargeant of Mace Ashley Garrison Brown Assistant Sargeant of Mace Michael Reddy Town Crier The Town Clerk advised that the petty officers would remain the same for the forthcoming year.
17.	To confirm the membership of committees. Town Clerk It was resolved to accept the list of representatives on Committees; all were in favour.
18.	To confirm the representation for outside bodies. Town Clerk It was resolved to accept the list of representatives on Outside Bodies; all were in favour.

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