

 WARWICK TOWN COUNCIL

Court House

Jury Street

WARWICK

CV34 4EW

Tel: 01926 411694

 Jayne Topham

 Town Clerk

### FINANCE & POLICY COMMITTEE

**THURSDAY 24th AUGUST 2023**

**Present:**

Councillor J Darcy

Councillor M Edwards

Councillor P Murphy (Chair)

Councillor Simon Pargeter

Councillor J Sinnott

Councillor D Skinner

Councillor J Sullivan

### MINUTES

1. **Apologies:** The Mayor (Ex Officio) sent his apologies - It was resolved to accept them.

 **19. Declarations of Personal and Prejudicial Interests.** None.

 **20. Matters arising from previous Minutes** – Town Clerk reviewed - there were none.

####  21. Schedule of Accounts already paid/Income – 5 June Income, 6 June Expenditure,

####  7 July Income and 8 July Expenditure - approve.

####  It was resolved to approve the accounts as presented.

1. **Budgets to date –** the budgets v actual were reviewed and after a short discussion accepted.
2. **Budget committed to end of year** – The forecast was reviewed and acknowledged.

Thanks given to the Town Clerk and George for the detail.

1. **Photocopier contract** – approve new contractor.

The proposals were reviewed and it was resolved to accept the proposal to move to LinkIT for the next 5 years.

1. **Risk Strategy –** Review policy and propose changes if required.

The policy was reviewed, and it was resolved to add a line to state that risks can be removed if they are no longer a risk at the review period. The policy will be changed and taken to Full Council to be ratified.

 **26. Staffing** – TheTown Clerk reviewed staffing matters.

 **27. CIL working party –** review actionsupdate

 The working party met this week for the first time and reviewed the proposals

 scheduled. New ideas will start to be included in the forthcoming meetings.

 **28. Ward Walks** – The Town Clerk advised that the walks had not been scheduled yet.

 There was a request for Saltisford to be included.

 **29. Closed Churchyards** – The Town Clerk advised that Heart of England were looking for

 spaces to plant trees therefore a walk around the closed churchyards provided

 potential locations. Liaison will be made with the Forestry Team. The planting will be

 funded by WDC.

 There is no update regarding the legal document for WDC commitment to take

 responsibility for the Closed Church yards.

 **30. Youth Council** – Cllr S Pargeter advised that following a meeting with the Gap joint

 meetings are being held with the local schools when they return.

 **31. Business plan 2024-2027 –** Cllr A Murphy reviewed the steps required, prior to

 determining a business plan, and precept requirements for 2024-25 and for the

 remainder of the administration.

 **32. Investments** – discuss moving additional monies -Town Clerk will research options and

 report back to the next meeting.

 **33.**  **Car parking** – The report provided by the Town Clerk was reviewed and unanimously

 approved.

 **34. Grants**: St Mary’s Christmas Tree Festival £335 Approve

 Safeline Day £2,070 Approve

 Following a discussion both grants were unanimously approved.

 **Signed…………………………………….. Dated……………………………………**