



WARWICK TOWN COUNCIL

Court House
Jury Street
WARWICK
CV34 4EW
Tel: 01926 411694

Jayne Topham
Town Clerk

FINANCE & POLICY COMMITTEE

22nd March 2017

MINUTES

Present:

The Mayor (Ex Officio)	Councillor T Morris
Councillor Mrs D Da Cruz	Councillor Mrs MA Grainger
Councillor PS Birdi	Councillor G Guest (Chair)

340. Apologies – It was resolved to accept apologies from Cllr Mrs M Littlejohn and Cllr M Ashford.

341. Declarations of Personal and Prejudicial Interests. None received.

342. Minutes of the meeting held on 12th January 2017 – it was resolved to accept the minutes as a true record.

343. Schedule of Accounts already paid & received – January & February 2017. Following discussion, it was resolved to approve the payments as stated.

344. Staffing – for information only Town Clerk to report.

1% pay increase – NALC had already agreed pay increases for 2017 which will be applied alongside appropriate increments

Appraisals – Appraisals were scheduled for April.

Resource review – The subgroup had met twice and recommendations are being finalised on the 31st March. The outcome to be proposed at the next Finance & Policy meeting.

General update -The Town Clerk advised Councillor of the content of a recent team meeting and staffing matters.

345. Mayor's Vouchers - proposal for a review of the current process (see attached data for the last two years) – It was resolved for Cllr, Grainger, Cllr Da Cruz & Cllr Morris to meet with the Town Clerk in early June to discuss the process for 2017.

346. Chair of Community & Culture to be allowed voting rights when attending Economic & Tourism meetings – approval needed. It was resolved to approve the Policy.

347. Discuss allowing a public session at committee meetings.
This amendment was debated at length and it was resolved to retain the public session at Full Council for questions.

348. Publicity/advertising of the Ballroom – Research had been carried out to determine the best form of advertising for the Ballroom. It was resolved to hold the proposal until the outcome of the resource review was known.

349. Past Mayor badges –discuss material to be used in future. The policy was reviewed and it was resolved to retain the current Past Mayor's badge. The source of the badge will be reviewed in readiness for 2018. Due to the costs, it was resolved for the Town Council to only provide the Past Mayors badge in future.

350. Awarding Bryan Johnson with the Freedom of the Town – discuss action to be taken in view of his recent death. Following discussions, it was resolved to take this item to Full Council in April, by which time, contact with family may assist decisions.

351. Approved Staff Appraisal Policy – It was resolved to approve the policy as stated.

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