

 WARWICK TOWN COUNCIL

Court House

Jury Street

WARWICK

CV34 4EW

Tel: 01926 411694

 Jayne Topham

 Town Clerk

### FINANCE & POLICY COMMITTEE

**THURSDAY 18th January 2024**

**Present:**

Councillor D Browne (Sub**)**

Councillor J Darcy

Councillor M Edwards

Councillor P Murphy (Chair)

Councillor Simon Pargeter

Councillor J Sinnott

Councillor D Skinner

 **MINUTES**

1. **Apologies:** The Mayor (Ex Officio) & Councillor J Sullivan send their apologies it was resolved to accept them.
2. **Declarations of Personal and Prejudicial Interests.** None
3. **Minutes** **for the Finance & Policy meeting held 12th October 2023** –The minutes

 were approved as true record.

####  Schedule of Accounts already paid/Income – 13. October Income, 14. October

####  Expenditure, 15. November Income, 16. November Expenditure and 17. December

####  Income. 18. December Expenditure.

 It was resolved to approve the income and expenditure payments as presented.

1. **Budgets and Forecasts 2023/4–** the budgets and forecasts were reviewed. The Town Clerk had been advised that £2,900 needed to be added to the allotment costs due to the completion of the transfer of allotment land. No other changes were made.

Cllr M Edwards was opposed to the review as he didn’t feel he had sufficient information to make an informed decision. All the other Councillors were in favour.

1. **Precept proposals 2024/5 –** Cllr AP Murphy reviewed the budgets for 2024/25 explaining the background to the proposed figures. There had been large invoice presented from WDC for election costs. The costs had increased by 47%.

The Town Clerk had asked for a breakdown of costs, and it was resolved to find out further information before this invoice was paid, as the costs need to be challenged.

The plan priorities were being applied to this budget, reserves were being protected, and to ensure that services were maintained as well as new priorities being incorporated the proposed precept increase for 2024/25 was 8.5%, £48.60 tax base, £640,792.94 total. Cllr M Edwards was opposed to the proposed increase as he didn’t feel he had sufficient information to make an informed decision. All others resolved to support the increase.

It was agreed that Cllr Edwards would spend time reviewing the accounts system and requirements for the AGAR. It was also agreed to have a working group to review the income and expenditure for the Tourist Information centre. Cllr Murphy wished thanks to be recorded to the Town Clerk and Finance Officer George Palmer for their support in generating the report.

1. **Investment Policy –** Cllr AP Murphy reviewed the proposed changes and it was

approved to take to Full Council.

1. **Reserve Policy** – Cllr AP Murphy reviewed the proposed changes and gave a background to the requirements. It was resolved to approve the changes as presented to take to Full Council.
2. **Investment** – propose a further £300k invested with CCLA PSDF - Cllr AP Murphy reviewed the proposed investment, the current rate of interest with Lloyds savings account was 1.3% , we are receiving 5.26% currently with our existing PSDF investment. It was approved to take to Full Council.
3. **Calendar of meetings 2024/5** – The Town Clerk presented the dates, and it was approved to take the dates to Full Council.
4. **Staffing** – TheTown Clerk reviewed staffing matters. Cllr D Skinner wished to record thanks to all staff for their commitment to the Town Council since the new administration had come into power.
5. **Grant** – Central AJAX £3K – Following a discussion it was resolved to approve the grant for £3K.

 **61. CIL working party –** The Town Clerk reviewed the summary and listed proposals.

 It was resolved to approve all requests with exception of the bench next to the bus

 stop on Spinney Hill. An ongoing issue with a resident need to be resolved before this

 is installed. (Summary attached Appendix 1)

1. **Risk Management –** The Town Clerk reviewed the proposed changes and it was

approved to take to Full Council.

1. **Terms of Reference** – The Terms of reference for this committee was accepted and

approved.

**64. Recording Policy** – The Town Clerk reviewed the proposed changes and it was

approved to take to Full Council.

1. **Ward Walks** –The Town Clerk reviewed the report and gave an update on proposed works at Priory Pools and St Mary Immaculate school. The next Ward Walk will be Aylesford and then Emscote wards.

1. **Closed Churchyards** – The Town Clerk explained that we are still wating for a formal

agreement from the District Council.

1. **Youth Council** – The Town Clerk reviewed the report. Costing had been received for the Team Building day a total cost of £817.40 (ex VAT) it was resolved to approve this expenditure. Cllr S Pargeter summarised proposed events and thanked Katherine for her support with this project.
2. **Audit report** – Cllr Gorman’s internal audit report was reviewed, and it was noted. Thanks were made to George Palmer for his assistance.

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