

 WARWICK TOWN COUNCIL

Court House

Jury Street

WARWICK

CV34 4EW

Tel: 01926 411694

 Jayne Topham

 Town Clerk

### FINANCE & POLICY COMMITTEE

**19th JUNE 2023**

**Present:**

Councillor D Browne (sub)

Councillor J Darcy

Councillor M Edwards

Councillor P Murphy

Councillor Simon Pargeter

Councillor D Skinner

Councillor J Sullivan

The Mayor (Ex Officio)

### MINUTES

**1. To elect a Chairman for the Municipal Year 2023/24**

 Cllr A Murphy was nominated all were in favour there were no other nominations received.

**2. Apologies:** Cllr J Sinnott send his apologies it was resolved to approve them.

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

**4. To elect a Deputy Chairman for the Municipal Year 2023/24**

 Cllr J Sullivan was nominated all were in favour there were no other nominations received.

**5. Minutes of the meeting held on 2nd May 2023** – it was resolved to approve the minutes as

 stated.

#### 6. Schedule of Accounts already paid/Income – 1 April Income 2 April Expenditure & 3 May

####  Income & 4 May Expenditure 2023- It was resolved to approve the accounts as stated.

**7. Budget /Management accounts & Audit form for 2022/23 –** The accounts and Audit form

 were reviewed it was resolved to approve them.

**8. Internal Audit Report –** The report was reviewed, and the findings were noted.

**9. Risk Register** – Review ALL Risks.

 It was resolved to take the report to Full Council for a full review.

**10. Staffing –** The Town Clerk advised that the new Maintenance Officer was in place.

 A suggestion to put stickers on the side of his barrow stating “put your litter in a bin or

 take it home” was made which will be implemented.

**11. CIL working party – review actions and agree members for working party** update

 Town Clerk

 The summary was reviewed. Cllr M Edwards, Cllr S Pargeter, Cllr J Sullivan and

 Cllr J Sinnott will form the new working party.

 Approve cost for notice boards – it was resolved to use Shelley Signs £2,515

**12. Ward Walks** – The Town Clerk gave a background to the initiative. It was resolved to

 support and to start with All Saints & Woodloes then Myton & Heathcote. Cllr D Skinner,

 Town Clerk and Chamber of Trade will walk the town centre.

**13. Closed Churchyards** – The Town Clerk gave a background to the Town Council’s

 responsibilities advised that the legal document is still awaited from WDC – they have

 advised that it is in progress.

**14. Review Direct and Standing order list –** the list was reviewed, and it was resolved to

 approve as stated.

**15. Youth Council** - The Town Clerk gave a background to the initiative which all were in

 favour of supporting. Cllr S Pargeter agreed to champion the project. This will be taken

 to Full Council.

**16. Mayor’s Car** – approve repair costs – The Town Clerk advised that NFU had agreed to

 allow a claim for the recent damage to the bumper. It was agreed to ask the garage

 carrying out this work to give a quote for the driver’s side door panel before making a

 decision. Authority was given to the Town Clerk to make this decision.

**17. Civic Manual** – approve proposed amendments – it was resolved to approve the

 amendments and to take to Full Council to ratify.

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