

 WARWICK TOWN COUNCIL

Court House

Jury Street

WARWICK

CV34 4EW

Tel: 01926 411694

 Jayne Topham

 Town Clerk

### FINANCE & POLICY COMMITTEE

**THURSDAY 12th OCTOBER 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), It was resolved to accept his apologies.
2. **Declarations of Personal and Prejudicial Interests**. Cllr J Sinnott item 50.
3. **Minutes** **for the Finance & Policy meeting held 24th August** – It was resolved to

 approve the minutes as a true record.

####  Schedule of Accounts already paid/Income – 9. August Income, 10. August

####  Expenditure, 11. September Income and 12. September Expenditure – it was resolved

####  to approve the accounts as presented.

1. **Budgets and Forecasts –**Thanks given to George Palmer for a clear summary.

The forecast was deemed to be healthy.

1. **Display racking – Visitor Information Centre –**It was resolved to approve quotation

no. 3. The Town Clerk advised that the existing units will be sold.

1. **Civility & Respect Pledge –**Following a discussion the pledge was approved to take to

 Full Council.

1. **Investment Policy – review/approve to take to Full Council.** Following a discussion, it was agreed that our risk profile was low.

It was agreed that Cllr Murphy/Cllr Edwards and the Town Clerk will review the policy and present back to the next Finance and Policy meeting.

1. **CCLA – Kelly Watson presenting a summary of funds and current situation –**Councillors found the presentation comprehensive.The Town Clerk had clarified that the Public Sector Deposit fund was instant access for any amount without a cost.

Following the presentation, a discussion was held around the rate of interest that is currently available in Public Sector Deposit fund (5%) v the low rate of interest, (1.4%) being gained from our Lloyds Savings account**.** A figure of £100k was mentioned but if the access is immediately available £300k would seem a more appropriate amount.

1. **Staffing** – TheTown Clerk advised that all staff had signed up to a Code of Conduct.

Customer Service training held by an external consultancy was well received.

1. **CIL working party –**the proposals made were approved **–** it should be noted that the

Defibrillator quote did not include VAT therefore the cost is £2,398.99 not £1,999.16.

1. **Ward Walks** – The Town Clerk advised that the following walks were planned:

Myton & Heathcote – 19th October 2023.

Satisford– 8th November 2023.

1. **Closed Churchyards** – The Town Clerk advised that the legal document had not been

received to date.

1. **Youth Council** – Cllr S Pargeter advised that Katherine Geddes, Assistant Town Clerk

was visiting all seven schools to talk to them about the project and ask them to nominate up to 5 young people who they think they would want to participate. This will be followed up by an initial scoping session on Wednesday 22nd November, 9:30am – 12pm in the Ballroom with Katherine, Marco & myself. Hopefully, the visits will result in 35 young people plus one teacher each attending. That session will include looking at what they think the Youth Council in Warwick should be doing, how it should look, how often it should meet and what their top priorities for Warwick are. They will also get the opportunity to use a voting booth and ballot box. Feedback from that session will inform next steps early next year. The outcome will be reported back to the next Finance and Policy meeting. Cllr Pargeter thanked Katherine for her organisation with this project.

1. **Plan Priorities 2024-2027 –** Cllr A Murphy reviewed the document and it was

approved to take to Full Council.

 **50. Removal of Youth Shelter Hampton Road** – The Town Clerk reviewed the email from

 Cllr D Browne- Request for £810 – half of costs with WDC. It was resolved to decline

 the request as it was felt to be WDCs responsibility.

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

 **Jayne Topham**

 6th October 2023