

**MINUTES OF A MEETING OF THE POLICY AND RESOURCES COMMITTEE HELD ON
7th OCTOBER 2021**

Present: Councillors Janet Alty, David Brunson, Mubarik Chowdry (Chair), Judith Clarke, Bill Gifford, Jennifer McAllister, Jade McGhee and Louisa Radice.

Officers: Stephen Marks, Town Clerk

35. Apologies for Absence

Apologies were received from Cllr S Boad (Cllr J McAllister substituting), Cllr A Boad (Cllr D Brunson substituting), Cllr W Bryce (J Alty substituting) and Cllr S Rasmussen.

Resolved to accept the apologies received.

36. Declarations of Interest

Councillor Gifford declared a personal interest as a member of Warwickshire County Council and Warwick District Council in relation to concessionary parking days item.

37. Public Forum

There were no representations from members of the public.

38. Minutes

Resolved that the Minutes of the Meeting of the Policy and Resources Committee held on 09th September (Report No.4) are confirmed as a correct record.

39. Matters Arising from the Minutes

Responses to the Bus Service Improvement Plan consultation and the Road Safety Strategy Consultation have been submitted.

40. Projects

Cllr Gifford noted a personal interest into this item. The Committee considered the report provided.

Commonwealth Games 2022 – The committee noted the request from Warwick District Council for a contribution to the street dressing proposals related to the Commonwealth Games. The following comments were made.

- Would need to ensure that the contribution / involvement of the Town Council was clearly acknowledged
- Would like to ensure that the Old Town was included in the street dressing proposals.
- Would like to see the street dressing designs and find out more detail.
- District Council officers had advised they would welcome discussions on more detailed proposals.

It was noted that the Committee were keen to support the Street Dressing and to work with Warwick District Council but would like to explore the detail further before committing a financial contribution

Resolved that a contribution to the street dressing for the Commonwealth Games is supported in principle, subject to more detailed discussion with Warwick District Council about the locations, designs and costs involved.

All Saints Church Regeneration Project - The committee also discussed the All Saints Church Regeneration Project. The Town Clerk provided some information on the legal situation regarding the ability of town / parish councils to fund church buildings or land.

Warwickshire Association of Local Councils (WALC) had advised that Town Councils should not be making direct contributions to church property / buildings / land. National Association of Local Councils (NALC) briefing note LO1-18 Financial Assistance to the Church was noted, which suggests the Council cannot be certain of the legality of such action.

The following was discussed / noted:

The committee noted that the project was very positive and would provide a much improved community asset. The committee was happy for a letter of support to be provided for the project on behalf of the Town Council.

If the Town Council is not able to fund / contribute to improvements to the buildings / land, we could discuss with All Saints Church whether there are other aspects of their work that would be eligible for support, for example from the Town Council's Community Grant Fund. **Action: Town Clerk to speak to All Saints Church representative.**

Resolved that a letter of support be provided from the Town Council to support the project.

It was noted that the District Council were currently consulting on management and charging arrangements for local tennis facilities and that there was some concern about the possible introduction of charges at Christchurch Gardens tennis courts. It was proposed that the Town Council might be able to subsidise some elements of this – e.g. use by community groups.

Action: Town Clerk to contact WDC to find out more about the proposed arrangements.

41. **Electronic payments**

The Committee discussed the proposals and were supportive of them.

Resolved

- i) That the committee supports the proposals for use of electronic banking to make payments.
- ii) That the Town Clerk explores further the use of a debit card for small payments.

- iii) That the Town Clerk develops the proposals for consideration / approval by the Town Council.

42. **Budget setting process**

The Committee noted the proposed arrangements and timescales for setting the budget for 2022/23 and thanked the Town Clerk for laying out the process so clearly.

43. **Policy Review**

The committee noted and supported the proposal regarding the review of the Town Council's policies over the coming months.

44. **Concessionary Parking Days**

The committee considered the report and

Resolved that the following dates be agreed for the free parking in WDC car parks: 7th November (Christmas Lights event) and 4th December 2021 (Small Business Saturday)

45. **Budget / finance monitoring**

The Committee noted the budget / finance monitoring information provided. It was proposed that some of the unused £400 budget for the twinning reception could be used to mark the ongoing friendship / relationship with Bo in Sierra Leone.

Action: Town Clerk to contact One World link to explore further.

46. **Payments**

The committee considered a slightly updated schedule of payments provided by the Town Clerk and

Resolved that the payments identified be agreed.

Cheque No	Payee	Details	Amount	VAT	Total
106781	Society of Local Council Clerks	Subscription / membership - Town Clerk	£430.00	£0.00	£430.00
106782	S Marks	Zoom subscription reimbursements - August & September 2021	£23.98		£23.98
106783	Savi Foods Ltd	Food / refreshments - Blue Plaque Launch 23/09/21	£88.50	£17.70	£106.20
106784	K Geddes	Reimbursement for sundries / refreshments - Blue Plaque Launch 23/9/21	£25.02		£25.02
106785	K Geddes	Reimbursement for purchases - frames for LiB certificates	£50.00		£50.00
106786	PKF Littlejohn LLP	External audit / review costs	£1,000.00	£200.00	£1,200.00
106787	Warwick District Council (chq payable to post Office Ltd to enable paying in at post Office)	Blue Plaque booklet design and printing	£75.82	£0.00	£75.82
106788	WALC	CILCA training scheme registration - Town Clerk	£100.00	£20.00	£120.00
106789	WALC	Annual conference registration x 4	£40.00	£8.00	£48.00
106790	Nigel Fox	Leamington in Bloom Photo competition prize	£50.00	£0.00	£50.00
106791	Ignaty Dyakov-Richmond	Leamington in Bloom Photo competition prize	£35.00	£0.00	£35.00
106792	Laura Richmond	Leamington in Bloom Photo competition prize	£20.00	£0.00	£20.00
106799	RBL Poppy Appeal	Remembrance Wreath	£30.00	£0.00	£30.00
					£0.00
					£0.00
			£1,968.32	£245.70	£2,214.02

Finished 19:00