

SWANAGE TOWN COUNCIL

Dr Martin Ayres
Town Clerk

Town Hall
SWANAGE
Dorset
BH19 2NZ

26th January 2022

Dear Councillor

Local Government Act 1972

You are summoned to attend an Extraordinary Meeting of the Swanage Town Council to be held at the **TOWN HALL, HIGH STREET, SWANAGE** on **MONDAY, 31st JANUARY 2022** at **7.00 p.m.** for the purpose of transacting the business mentioned in the Agenda.

Yours sincerely

Avril Harris

Town Mayor

PLEASE NOTE: 15 MINUTES OF PUBLIC PARTICIPATION TIME WILL BE HELD AT 7.00 P.M. PRIOR TO THE COMMENCEMENT OF THE MEETING.

Due to the current COVID-19 situation, capacity in the Council Chamber will be reduced and public admission to the meeting will be limited. Therefore, any members of the public wishing to attend the meeting are asked to email admin@swanage.gov.uk or telephone 01929 423636 for further details, no later than 3 p.m. on Monday 31st January.

Those attending in person will need to comply with the Covid-19 risk management measures in place, such as wearing masks and maintaining social distancing. It is advisable to bring extra layers of clothing with you as doors and windows will be open for ventilation purposes.

The latest advice from Public Health Dorset can be found here: <https://www.publichealthdorset.org.uk/your-health/protecting-your-health/latest-updates-on-covid-19-in-dorset> This includes the following recommendations to reduce the risk of catching or spreading COVID-19:

- Take lateral flow tests regularly, especially before meeting others
- Wear a face covering in indoor crowded spaces
- Get plenty of fresh air by meeting outdoors or opening doors and windows inside.

To all Members of the Council

A G E N D A

1. To report apologies (if any) received from Members for inability to attend the Meeting.
2. Declarations of Interest and consideration of requests for Grants of Dispensations (Councillors are reminded of their obligations to declare their interests in accordance with paragraphs 9 – 13 of the Council's Code of Conduct and regulations made under chapter 7 of the Localism Act 2011).

3. To consider governance arrangements February/March 2022
(Briefing note enclosed).
4. Items of Information and Matters for Forthcoming Agendas.
- * 5. Procurement – Award of contract for the cleaning and securing of public conveniences.
(Briefing note enclosed).
- * Under Standing Order No. 1 c), it is envisaged that in view of the confidential nature of the business to be transacted, it is advisable in the public interest that the press and public will be excluded from the Meeting during consideration of agenda item 4 (due to legal and commercial confidentiality).