

SWANAGE TOWN COUNCIL

Dr Martin Ayres

Town Clerk

Town Hall
SWANAGE
Dorset
BH19 2NZ

18th May 2021

Dear Councillor

Local Government Act 1972

You are summoned to attend the **ANNUAL MEETING** of the Swanage Town Council that will be held at **THE SWANAGE BANDSTAND, RECREATION GROUND, SWANAGE** on **MONDAY, 24th MAY 2021** at **6.00 p.m.** for the purpose of transacting the business mentioned in the Agenda.

Yours sincerely

Martin K. Ayres

Town Clerk

To all Members of the Council

A G E N D A

1. To elect the Town Mayor and receive Declaration of Acceptance of Office.
2. To appoint the Deputy Town Mayor and receive Declaration of Acceptance of Office.
3. 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).
4. To report apologies (if any) received from Members for inability to attend the Meeting.
5. To appoint representatives to outside bodies. (Schedule enclosed).
6. To appoint the following Committees:-
 - (a) General Operations
 - (b) Personnel
 - (c) Planning and Consultation
 - (d) Roads and Transport
 - (e) Tourism
7. To appoint Chairmen of the above Committees and confirm membership of the Finance and Performance Management Committee.
8. To appoint Councillor members of the following Advisory Committees:-
 - (a) Beach Management
 - (b) Community Emergency Plan Steering Group
9. To appoint Council Working Parties. (Schedule enclosed).

10. To consider the payment of any subscriptions falling to be paid annually.
(Schedule enclosed).
11. To approve a calendar of meetings for 2021/22. (Copy enclosed).
12. To approve as a correct record the Minutes of the following Meetings:-
 - (a) Monthly Meeting of the Council held on 26th April 2021.
(Copy enclosed).
 - (b) Extraordinary Meeting of the Council held on 5th May 2021.
(Copy enclosed).
13. Swanage Community Housing Steering Group - Matters arising from minutes of the meeting held on 19th April 2021 and notes from the informal meeting held on 17th May 2021. (Copies enclosed).
14. Budget Monitoring:-
 - (a) Statement of Cash Balance as at 30th April 2021. (Copy enclosed).
15. Monitoring Payment of Accounts. (Schedules enclosed).
16. Internal Audit Report 2020/21. (Reports enclosed).
 - (a) Visits 4 & 5.
 - (b) Annual Report.
17. To review the system of internal control. (Report enclosed).
18. To approve the following sections of the Annual Governance & Accountability Return 2020/21 Part 3 for submission to the Council's External Auditor:
 - a) Section 1 – Annual Governance Statement 2020/21
 - b) Section 2 – Accounting Statements 2020/21 (Copy enclosed).
19. To receive Annual Treasury Report 2020/21 (Copy enclosed).
20. Honoured Citizen of Swanage Awards.
21. Reporting of delegated matters.
22. Items of Information and Matters for Forthcoming Agendas.
 - (a) Removal of Ambulance Car from Swanage – Update.
 - (b) A & E Local – Update.
 - (c) DAPTC Star Awards 2019-20 & 2020-21 (Letter enclosed).

PLEASE NOTE: 15 MINUTES OF PUBLIC PARTICIPATION TIME WILL BE HELD AT 6.00 P.M. PRIOR TO THE COMMENCEMENT OF THE MEETING.

THE MEETING IS BEING HELD OUTDOORS AS WE ARE UNABLE TO HOLD THIS VIRTUALLY. YOU ARE VERY WELCOME TO ATTEND THE MEETING, HOWEVER, NUMBERS WILL BE KEPT TO A MINIMUM AND APPROPRIATE COVID-19 SOCIAL DISTANCING MEASURES WILL BE IN PLACE. IF YOU WISH TO COME ALONG, PLEASE EMAIL: admin@swanage.gov.uk OR CALL TEL: 01929 423636 NOT LATER THAN 3.00 P.M. ON MONDAY 24TH MAY 2021. THANK YOU.
