

SWANAGE TOWN COUNCIL

Dr M.K. Ayres
Town Clerk

Town Hall
SWANAGE
Dorset
BH19 2NZ

19th March 2025

Dear Councillor

Vexatious Correspondence and Complaints Policy Sub-Committee

A meeting of the above sub-committee will be held at the **TOWN HALL** on **MONDAY 24th MARCH 2025** at **4.30 p.m.** for the purpose of transacting the business mentioned in the Agenda.

Yours sincerely

M.K. Ayres

Town Clerk.

To Councillors Monkhouse, Moreton & Trite

PLEASE NOTE: **15 MINUTES OF PUBLIC PARTICIPATION TIME WILL BE HELD AT 4.30 P.M. PRIOR TO THE COMMENCEMENT OF THE MEETING.**

A G E N D A

1. Election of Sub-Committee chairman.
2. Apologies.
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 Section 9 and Appendix B of the Council's Code of Conduct).
4. To review the Vexatious Correspondence and Complaints Policy and to consider its implementation. (Policy enclosed).
- * 5. To review current Freedom of Information requests. (Copy emails enclosed).
6. To consider Terms of Reference for the Vexatious Correspondence and Complaints Policy Sub-Committee, including whether meetings of the Sub-Committee should be open to the public.
7. Items of Information and Matters for Forthcoming Agendas.

8. Date of next meeting.

- * 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 5 (due to legal confidentiality and data protection considerations).
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