

SWANAGE TOWN COUNCIL

Dr Martin Ayres
Town Clerk

Town Hall
SWANAGE
Dorset
BH19 2NZ

22nd May 2025

Dear Councillor

Local Government Act 1972

You are summoned to attend a **SPECIAL MEETING** of the Swanage Town Council to be held at the Town Hall, Swanage on **WEDNESDAY, 28th MAY 2025** at **7.00 p.m.** for the purpose of transacting the business mentioned in the Agenda

Yours sincerely

M.K. Ayres

Town Clerk

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

To all Members of the Council

A G E N D A

1. Apologies.
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 Section 9 and Appendix B of the Council's Code of Conduct).
3. To consider the independence of the internal auditor and to confirm there is no conflict of interest with the external auditor. (Information enclosed)
4. Internal Audit Report 2024/25. (Reports enclosed)
 (a) Annual Internal Audit Report
5. To review the system of internal control. (Report enclosed)
6. To approve the following sections of the Annual Governance & Accountability Return 2024/25 Form 3 for submission to the Council's External Auditor:
 (a) Section 1 – Annual Governance Statement 2024/25
 (b) Section 2 – Accounting Statements 2024/25 (Copies enclosed)

7. To receive Annual Treasury Report 2024/25. (Copy enclosed)
8. Items of Information and Matters for Forthcoming Agendas.
 - Internal Audit Report 2024/25 – Visit 6 of 6
- * 9. Procurement – To consider entering into a contract for the design, supply and installation of new skatepark equipment within Swanage skatepark.
(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 9 (due to commercial confidentiality).
