

SWANAGE TOWN COUNCIL

Dr Martin Ayres
Town Clerk

Town Hall
SWANAGE
Dorset
BH19 2NZ

7th March 2025

Dear Councillor

Finance & Governance Committee

A meeting of the above Committee will be held at the **TOWN HALL, SWANAGE** on **Wednesday, 12th March 2025** at **2.15 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 2.15 P.M. PRIOR TO THE COMMENCEMENT OF THE MEETING.**

To The Town Mayor, Deputy Mayor,
Councillors Bonfield, Monkhouse, Tomes, and Trite.
All Councillors and Chief Officers

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. Annual External Auditor Report 2023/24 - To consider recommendations made by the Council's external auditor and recommend any actions to full Council.
(Copy enclosed)
4. Annual Health & Safety Report 2024/25 – To note content.
(Briefing note enclosed)
5. Committee Structure and Terms of Reference - To initiate review.
(Information enclosed)

6. Working Parties - To consider criteria for assessing future role and to agree next steps. (Briefing note enclosed)
 7. Council priorities spring/summer 2025. (Briefing note enclosed)
 8. Items of Information and Matters for Forthcoming Agendas.
 - Review of Corporate Plan
 - Review of Strategic Investments
 - Member training
 - Review of Social Media Policy
 - * 9. Schedule of Debtors and Review of Bad Debt Provision. (To follow)
 - * 10. Annual Review of Corporate Risk Register. (Copy enclosed)
 11. Provisional Date of Next Meeting – 23rd July 2025.
 - * 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 items 9 & 10 (in relation to legal matters and data protection requirements).
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