

**SWANAGE TOWN COUNCIL**

A.J. LEESON  
Town Clerk

Town Hall  
SWANAGE  
Dorset  
BH19 2NZ

15<sup>th</sup> April 2008

Dear Councillor

**Finance & Performance Management Committee**

A meeting of the above Committee will be held at the **TOWN HALL, SWANAGE** on **MONDAY, 21<sup>st</sup> APRIL 2008** at **9.30 a.m.** for the purpose of transacting the business mentioned in the Agenda.

Yours sincerely

*A. J. Leeson*

Town Clerk

To The Town Mayor, Deputy Mayor,  
and Councillors Bright, Gloyn-Cox, Hadley  
and Mrs. Patrick.

**A G E N D A**

1. Apologies.
  2. Annual Audit Letter and Annual Governance Report 2006/07 – To consider recommendations and to prioritise and determine an Action Plan.  
(Draft Report enclosed).
  3. Monitoring Report of Outstanding Issues.
  - \* 4. To receive Internal Audit Reports. (Reports enclosed).
  - \* 5. Contracts and Legal Issues:-
    - (a) Accountancy Services – Update.
    - (b) Security Services.
  6. Date of Next Meeting.
- \* Under Standing Order No. 67, 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 the items marked \*.

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**PLEASE NOTE: UP TO 15 MINUTES OF PUBLIC PARTICIPATION  
TIME MAY BE HELD AT 9.30 a.m. PRIOR TO THE  
MEETING**

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