

SWANAGE TOWN COUNCIL

A.J. LEESON
Town Clerk

Town Hall
SWANAGE
Dorset
BH19 2NZ

20th May 2009

Dear Councillor

Finance & Performance Management Committee

A meeting of the above Committee will be held at the **TOWN HALL, SWANAGE** on **WEDNESDAY, 27th MAY 2009** at **10.00 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,
Councillors Gloyn-Cox, Mrs. Patrick,
Poultney and Suttle.
All Councillors and Chief Officers

A G E N D A

1. Apologies.
2. Format of Town Council's Management Accounts. (Sample enclosed).
3. District Audit Action Plan – Review. (Details enclosed).
4. Use of Resources Assessment.
5. Items of Information and Matters for Forthcoming Agendas:-
 - (a) Priority Action Plan – Monitoring Report.
 - (b) Scrutiny and Review of Policy Decisions.
 - (c) Asset Management Plan.
 - (d) Corporate Performance Plan 2009/10 – Review.
 - (e) Review of Capital Programme.
- * 6. Bad Debt Provisions. (Briefing Note enclosed).
7. 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 *.

**PLEASE NOTE: UP TO 15 MINUTES OF PUBLIC PARTICIPATION
TIME MAY BE HELD AT 10.00 a.m. PRIOR TO THE
MEETING**
