

**SWANAGE TOWN COUNCIL**

A.J. LEESON  
Town Clerk

Town Hall  
SWANAGE  
Dorset  
BH19 2NZ

2<sup>nd</sup> December 2008

Dear Councillor

**Local Government Act 1972**

You are summoned to attend a **SPECIAL MEETING** of the Swanage Town Council to discuss matters concerning **Policy** at the Town Hall, Swanage on **MONDAY, 8<sup>th</sup> DECEMBER 2008** at **6.30 p.m.** for the purpose of transacting the business mentioned in the Agenda.

Yours sincerely

*A..J. Leeson*

Town Clerk

**A G E N D A**

1. Apologies.
2. Fees and Charges – VAT
3. Items of Information and Matters for Forthcoming Agendas
4. Asset Management – To consider future management strategy.

(Briefing Note enclosed)

\* Under Standing Orders No. 67 and 68, 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:** 15 MINUTES OF PUBLIC PARTICIPATION TIME MAY BE HELD AT 6.30 p.m. PRIOR TO THE COMMENCEMENT OF THE MEETING.