

**SWANAGE TOWN COUNCIL**

Dr Martin Ayres  
Town Clerk

Town Hall  
SWANAGE  
Dorset  
BH19 2NZ

10<sup>th</sup> May 2011

Dear Councillor

**Local Government Act 1972**

You are summoned to attend the **ANNUAL MEETING** of the Swanage Town Council to be held at the **TOWN HALL, SWANAGE** on **MONDAY, 16<sup>th</sup> MAY 2011** at **7.00 p.m.** for the purpose of transacting the business mentioned in the Agenda.

Yours sincerely

Town Clerk

To all Members of the Council

**A G E N D A**

1. To elect the Town Mayor and receive Declaration of Acceptance of Office.
2. To decide when any Declarations of Office which have not been received as provided by law shall be received.
3. To elect the Deputy Town Mayor and receive Declaration of Acceptance of Office.
4. To report apologies (if any) received from Members for inability to attend the Meeting.
5. To appoint representatives to outside bodies. (Schedule enclosed).
6. To appoint the following Committees and Sub-Committees:-
  - (a) Tourism
  - (b) Transport
  - (c) General Operations
  - (d) Personnel
  - (e) Beach Management Sub-Committee (Schedule enclosed).
7. Motion to suspend Standing Order No. 44 to enable the election of the Chairmen of the Committees listed in item 7 (a) – (d) above, in order to form the Finance and Performance Management Committee.
8. To review membership of Council Working Parties. (Schedule enclosed).
9. To consider the payment of any subscriptions falling to be paid annually. (Schedule enclosed).
10. To approve as a correct record the Minutes of the following Meeting:-
  - (a) Monthly Meeting of the Council held on 4<sup>th</sup> April 2011. (Copy enclosed).

(b) Special Meeting of the Council held to discuss policy and planning matters on 18<sup>th</sup> April 2011. (Copy enclosed).

11. Plans for consideration. (Schedule enclosed).
12. Chairman's Announcements.
13. Reports from Council representatives on outside organisations.
14. Reporting of delegated matters.
15. Items of Information and Matters for Forthcoming Agendas.

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

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