

Minutes of the Meeting of the **FINANCE AND PERFORMANCE MANAGEMENT COMMITTEE**  
held at the Town Hall, Swanage on **MONDAY, 20<sup>th</sup> OCTOBER 2008** at 9.30 a.m.

PRESENT:- Councillor M.W. Pratt (Town Mayor) – Chairman.

Councillor L. Gloyn-Cox  
Councillor Mrs. A. Patrick  
Councillor W.S. Trite

**Public Participation Time**

There were no members of the public present at the meeting.

1. **APOLOGIES**

Apologies were received from Councillors Poultney and Suttle for their inability to attend the Meeting.

2. **FORMAT OF TOWN COUNCIL'S MANAGEMENT ACCOUNTS**

Further to minute 3) of the meeting of the Finance and Performance Management Committee held on 3<sup>rd</sup> September 2008, it was reported that a meeting had been held with a member of a firm of chartered accountants on Friday 17<sup>th</sup> October and that a report would be produced recommending amendments to the format of the management accounts and the terms on which the Council may wish to explore any terms of engagement.

3. **PRIORITY ACTION PLAN – MONITORING REPORT**

The Clerk provided a detailed update in respect of each point contained in the Priority Action Plan presented under item 3) of the minutes of the meeting held on 3<sup>rd</sup> September 2008.

In relation to Item No. 6 – Explore concession/rental opportunities, it was noted that the Boat Park could be incorporated in the review along with Beach Gardens and the TIC.

Arising from Item No. 8 – De Moulham Trust Accounts, the Town Clerk drew attention to advice received from the Council's legal advisers regarding the applications made for the deployment of Trust funds. In its capacity of overseeing the financial affairs of the Trust, it was noted that a further update regarding payments received for the variation of covenants was required in order to complete the Charitable Trust return due by 31<sup>st</sup> January 2009.

4. **SCRUTINY AND REVIEW OF POLICY DECISIONS**

The Clerk presented a Schedule of policy decisions determined during August/September 2008, and the position was noted. In relation to item 18) it was reported that the most recent applications to be listed on the electoral register from owners of caravans at Swanage Bay View Holiday Park had been withdrawn.

5. **CENTRAL SERVICES STAFFING – REVIEW OF FUNDING POSTS AGREED APRIL 2008**

It was reported that Central Services Staffing costs were approximately 2 per cent over budget on the year to date, and that this was largely attributable to overtime payments. This did not reflect the wider savings made by not replacing the Tourist

Information Centre Manager. Concern was again expressed that the Town Clerk needed to ensure adequate administrative support to successfully complete the estimate-setting process and it was noted that the Town Clerk would discuss this matter with the Mayor and Deputy Mayor.

6. **ITEMS OF INFORMATION AND MATTERS FOR FORTHCOMING AGENDAS**

- (a) Concern was expressed regarding the recently published fare increases for the Sandbanks-Shell Bay ferry and it was agreed that this would be an agenda item at the next Monthly Council Meeting.
- (b) Information was requested regarding the traffic control on Shore Road and progress in repairing the wall at Battlegate.
- (c) An update was also requested in respect of the date of the next County Council meeting at which the future of the Household Recycling Centre would be discussed.

7. **DATE OF NEXT MEETING**

It was noted that the date of the next meeting had been scheduled for Monday 1<sup>st</sup> December 2008.

The meeting concluded at 10.30 a.m.

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