

**SWANAGE TOWN COUNCIL**

Dr Martin Ayres  
Town Clerk

Town Hall  
SWANAGE  
Dorset  
BH19 2NZ

21<sup>st</sup> May 2014

Dear Councillor

**Local Government Act 1972**

You are summoned to attend a **SPECIAL MEETING** of the Swanage Town Council to be held at the Town Hall, Swanage on **Wednesday, 28<sup>th</sup> May 2014** at **7.00 p.m.** for the purpose of transacting the business mentioned in the Agenda

Yours sincerely

  
Town Clerk

**A G E N D A**

1. Apologies.
2. Declarations of Interest (Councillors are reminded of their obligations to declare their interests under the Model Code of Conduct as defined by regulations made under section 30 (3) of the Localism Act 2011) and consideration of requests for Grants of Dispensations in respect of Disclosable Pecuniary Interests.
3. Internal Audit Report 2013/14 (Copy enclosed)
4. Review of Risk Register (Copy enclosed)
5. To review the system of internal control. (Report enclosed)
6. To approve the following sections of the Annual Return for submission to the Council's External Auditor:
  - a) Part 1 – Accounting Statements.
  - b) Part 2 – Annual Governance Statement. (Copy enclosed)
7. To receive Annual Treasury Report. (Copy enclosed)
8. Purchase of Vehicle (To follow)
9. Items of Information & Matters for Forthcoming Agendas.

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

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