

SWANAGE TOWN COUNCIL

Dr Martin Ayres
Town Clerk

Town Hall
SWANAGE
Dorset
BH19 2NZ

4th March 2022

Dear Councillor

Policy, Finance & Performance Management Committee

A meeting of the above Committee will take place at the **TOWN HALL, HIGH STREET, SWANAGE** on **WEDNESDAY, 9th MARCH 2022** at **1.30 p.m.** for the purpose of transacting the business mentioned in the Agenda.

Yours sincerely

M.K. Ayres

Town Clerk

PLEASE NOTE: **15 MINUTES OF PUBLIC PARTICIPATION TIME WILL BE HELD AT 1.30 P.M. PRIOR TO THE COMMENCEMENT OF THE MEETING.**

Although legal restrictions in relation to the Covid-19 pandemic have been lifted, Swanage Town Council will, in accordance with advice issued by Public Health Dorset, continue to take appropriate precautions to limit the risk of transmitting the disease and politely asks those planning to attend this meeting to do the following:

- at the earliest opportunity notify the Council of your intention to attend by e-mail admin@swanage.gov.uk or telephone 01929 423636, because capacity in the Council Chamber will continue to be carefully managed to avoid crowded situations;
- take a lateral flow test prior to the meeting;
- stay at home if you receive a positive test result or if you have COVID-19 symptoms;
- wear warm clothing to the meeting as doors and windows will be open for ventilation purposes;
- wear a face covering upon entry until seated in the Council Chamber;
- be mindful of others and respectful of their personal space.

The latest advice from Public Health Dorset can be found here: [News and updates - Public Health Dorset - Dorset Council](#)

To The Town Mayor, Deputy Mayor,
Councillors Bishop, Bonfield, Moreton, Tomes, Trite and Whitwam.
All Councillors and Chief Officers

AGENDA

1. Apologies.
 2. Declarations of Interest (Councillors are reminded of their obligations to declare their interests under the 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. To consider amendments to Scale of Fees and Charges for 2022/23.
(Briefing note enclosed)
 4. Internal Audit Report 2021/22 - Visit 3 of 6. (Copy enclosed)
 5. Items of Information and Matters for Forthcoming Agendas.
 - * 6. To carry out annual review of Risk Register and update accordingly.
(Copy enclosed)
 - * 7. Arrears – Action pursuant to s. 146 notice. (Verbal report)
 8. Date of Next Meeting – 20th July 2022.
- * Under Standing Order No. 1) c), 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 agenda items 6 and 7 (in relation to legal and financial matters).