

SWANAGE TOWN COUNCIL

Dr Martin Ayres
Town Clerk

Town Hall
SWANAGE
Dorset
BH19 2NZ

9th October 2023

Dear Councillor

Finance & Governance Committee

An extraordinary meeting of the above Committee will be held at the **TOWN HALL, SWANAGE** on **FRIDAY, 13th OCTOBER 2023** to follow a meeting of the Personnel Committee at approximately **10.15 a.m.** for the purpose of transacting the business mentioned in the Agenda.

Yours sincerely

Councillor Tina Foster

Town Mayor

PLEASE NOTE: **15 MINUTES OF PUBLIC PARTICIPATION TIME WILL BE HELD AT 10.15 A.M. PRIOR TO THE COMMENCEMENT OF THE MEETING.**

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

A G E N D A

1. Apologies.
2. Declarations of Interest and consideration of requests for Grants of Dispensations (Councillors are reminded of their obligations to declare their interests in accordance with Section 9 and Appendix B of the Council's Code of Conduct).
3. Internal Audit – update on appointment of IA and consideration of internal audit plan 2023/24. (Briefing note to follow)
4. Data Protection Act 2018 – To consider adoption of:
 - (a) Draft Data Protection Policy (Draft to follow)
 - (b) Draft revised Privacy Notices (Draft to follow)
 - (c) Draft Records Management Policy (Draft to follow)

5. To consider draft agreement between the Town Council and the King George V Playing Field Trust (Draft to follow)

6. Items of Information and Matters for Forthcoming Agendas

- Civility and Respect Pledge
- Ethical Investments
- Vexatious correspondence policy
- Medium Term Financial Plan 2024/25 to 2026/27

* 7. Pursuit of Aged Debts

a) Beach Ice Cream Kiosks – To determine next steps.

(Briefing note to follow)

b) To consider request from Greengage Community Garden and Swanage & Purbeck Development Trust to waive re-charge of water bill.

(Briefing note to follow)

8. Date of Next Meeting – 1st November 2023

* 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 item 7 (in relation to legal and contractual matters).
