

**SWANAGE TOWN COUNCIL**

Dr Martin Ayres  
Town Clerk

Town Hall  
SWANAGE  
Dorset  
BH19 2NZ

27 October 2021

Dear Councillor

**Policy, Finance & Performance Management Committee**

A meeting of the above Committee will be held at the **TOWN HALL, SWANAGE** on **WEDNESDAY, 3<sup>rd</sup> NOVEMBER 2021** at **9.30 a.m.** for the purpose of transacting the business mentioned in the Agenda.

Yours sincerely

*Dr M K Ayres*

Town Clerk

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**PLEASE NOTE: 15 MINUTES OF PUBLIC PARTICIPATION TIME WILL BE HELD AT 9.30 A.M. PRIOR TO THE COMMENCEMENT OF THE MEETING.**

**Due to the current COVID-19 situation, capacity in the Council Chamber is significantly reduced and public admission to the meeting will be limited.**

**Any members of the public wishing to attend the meeting are asked to email [admin@swanage.gov.uk](mailto:admin@swanage.gov.uk) or telephone 01929 423636 for further details, no later than 4 p.m. on Tuesday 2<sup>nd</sup> November 2021. Those attending will need to comply with the Covid-19 risk management measures in place, such as wearing masks and maintaining social distancing.**

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

**A G E N D A**

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. Update on Action Points from Internal Audit Report 2020/21  
(Copy enclosed).
4. a) Internal Audit Report 2021/22 - Visit 1 of 6  
b) Internal Audit Report 2021/22 – Fishermen’s Slipway Project  
Copies enclosed).
5. Financial Reports:
  - a) Income & Expenditure Account Q2 2021/22
  - b) Treasury Management Outturn Report H1 2021/22.
  - c) Capital Programme Monitoring Report.
  - d) Reserves & Balances (Copies enclosed).
6. Budget Setting 2022/23 – Agreement of Budget Principles (Copy enclosed).
7. Council Priorities/Work Plan Autumn & Winter 2021/22 (Copy enclosed).
8. Adoption of Revised Councillor Code of Conduct (Copy enclosed).
9. Review of Members & Officers Protocol (Copy enclosed).
10. Confirmation of Appointment of Data Protection Officer
11. Items of Information and Matters for Forthcoming Agendas
  - James Day Trust
  - Corporate Plan 2021-25
  - Ethical Investments
  - Freedom of Information Act 2000 – Adoption of revised Publication Scheme
- \* 12. Review of Treasury Advisory Services
13. Date of Next Meeting

\* 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 12 (in relation to financial matters).

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