

Minutes of the Meeting of the **FINANCE AND PERFORMANCE MANAGEMENT COMMITTEE** held at the Town Hall, Swanage on **WEDNESDAY, 15<sup>th</sup> APRIL 2015** at 4.30 p.m.

PRESENT:- Councillor S. Poultney (Deputy Mayor) – Chairman.

Councillor M. Bonfield  
Councillor I. Brown  
Councillor W.S. Trite  
Councillor M. Whitwam

Also in attendance:-

Councillor Mrs. C. Bartlett  
Councillor Mrs. G. Marsh

**Public Participation Time**

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

1. **APOLOGIES**

An apology for his inability to attend the Meeting was received from Councillor Pratt.

2. **DECLARATIONS OF INTEREST**

Members were invited to declare their interest under the Code of Conduct as defined by regulations made under section 30 (3) of the Localism Act 2011.

There were no declarations to record on this occasion.

3. **INTERNAL AUDIT 2015/16**

A letter dated 20<sup>th</sup> March 2015 was submitted from Rosie Darkin Miller outlining her proposed audit programme and terms of engagement for providing an internal audit service in respect of the financial year 2015/16. A proposal to provide internal audit services on a longer term contract at a discounted hourly rate was also submitted.

Following detailed consideration, it was proposed by Councillor Poultney, seconded by Councillor Brown, and RESOLVED UNANIMOUSLY:-

**TO RECOMMEND:**

That Darkin Miller – Chartered Accountants be appointed to provide internal audit services to the Town Council for a three year period commencing 2015/16, subject to a 2.5% discount on the hourly scale rate.

4. **REVIEW OF DRAFT REVISED STANDING ORDERS**

Detailed consideration was given to the Council's draft revised Standing Orders, that had been compiled in accordance with the recommendations contained in the model Standing Orders produced by the National Association of Local Councils.

Arising from the above, it was considered that Standing Order No. 25 should be amended to read:

**25. Restrictions on councillor activities**

- a. Unless authorised by a resolution, no councillor shall, on behalf of the Council:
  - i. inspect any land and/or premises which the Council has a right or duty to inspect; or
  - ii. issue orders, instructions or directions.

It was proposed by Councillor Poultney, seconded by Councillor Whitwam, and RESOLVED UNANIMOUSLY:-

**TO RECOMMEND**

That the draft revised Standing Orders be approved and adopted, subject to the above amendment.

**EXCLUSION OF PRESS AND PUBLIC**

Proposed by Councillor Poultney, seconded by Councillor Bonfield, and RESOLVED UNANIMOUSLY:-

That, under Standing Orders Nos. 67 and 68, by reason of the confidential nature of the business to be transacted, it is advisable in the public interest that the press and public be excluded from the Meeting during consideration of the following matters.

5. **COUNCIL PRIORITIES MONITORING REPORT**

Before consideration of the following item, Councillor Brown declared a personal interest under the Code of Conduct by reason of being a member of the Swanage Coastguard. He remained in the Meeting during the debate.

Further to Minute No. 9 of the Finance and Performance Management Committee meeting held on 31<sup>st</sup> October 2014, an updated schedule of Council Priority Projects was submitted, for information.

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

- (a) Standing Order No. 2 – Public Participation Time.

7. **DATE OF NEXT MEETING**

The date of the next meeting of the Finance and Performance Management Committee had yet to be determined.

The meeting concluded at 5.20 p.m.

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