

Minutes of the Extraordinary meeting of the **FINANCE AND GOVERNANCE COMMITTEE** held at the Town Hall, Swanage on **WEDNESDAY, 20th MAY 2026** at 6.45 p.m.

PRESENT:- Councillor C Tomes (Town Mayor) – Chairman

Councillor J Bishop
Councillor M Bonfield
Councillor T Foster
Councillor G Suttle
Councillor C Sutton

Also in attendance: -

Councillor P. Burridge
Councillor M. Coward
Councillor J. Dorrington
Councillor J. Lejeune

Dr M Ayres	Town Clerk
Ms G Percival	Assets & Compliance Manager
Miss A Spencer	Finance Manager

Public Participation Time

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

1. **APOLOGIES**

Apologies for their inability to attend the Meeting were received from Councillors Moreton and Vile.

2. **DECLARATIONS OF INTEREST**

Members were invited to declare their interests and consider any requests for Grants of Dispensations in accordance with Section 9 and Appendix B of the Council's Code of Conduct.

There were no declarations to record on this occasion.

3. **TO APPOINT MEMBERS OF SUB-COMMITTEES:**

a) **CAPITAL PROJECTS SUB-COMMITTEE**

Further to paragraph 1.9 of the committee's terms of reference, consideration was given to the appointment of the Capital Projects Sub-Committee. The terms of reference for the sub-committee were outlined, and it was noted that it would be comprised of three or four members of the Finance & Governance Committee, usually including the Chairs of the Community Services and Environment & Green Spaces Committees.

It was proposed by Councillor Bonfield, seconded by the Councillor Sutton and RESOLVED UNANIMOUSLY:

To appoint the Town Mayor and Councillors
Bonfield, Moreton and Sutton to the Capital Projects
Sub-Committee.

b) **VEXATIOUS CORRESPONDENCE AND COMPLAINTS POLICY SUB-COMMITTEE**

Further to paragraph 1.17 of the committee's terms of reference, consideration was given to the appointment of the Vexatious Correspondence and Complaints Sub-Committee. The terms of reference for the sub-committee itself were outlined, and it was noted that this sub-committee would consist of the Mayor and/or Deputy Mayor and two members of the Finance & Governance Committee.

It was proposed by Councillor Bonfield, seconded by Councillor Bishop and RESOLVED UNANIMOUSLY:

To appoint Councillor Vile (Deputy Mayor) and Councillors Foster and Sutton to the Vexatious Correspondence and Complaints Policy Sub-Committee.

4. **TO APPOINT A DIGITAL TRANSFORMATION TASK AND FINISH GROUP**

It was reported that officers had taken initial steps in exploring potential improvements to Council operating systems that could be achieved by the introduction of new software, incorporating artificial intelligence. It was agreed that it would be beneficial for a Task & Finish Group to be established to explore options. Therefore, it was proposed by the Town Mayor, seconded by Council Foster and RESOLVED UNANIMOUSLY:

To appoint the Town Mayor, Councillor Vile (Deputy Mayor) and Councillors Coward, Dorrington, Foster and Sutton to the Digital Transformation Task and Finish Group.

5. **DATE OF NEXT MEETING**

The date of the next meeting was noted as 22nd July 2026 at 2.15 p.m.

The meeting concluded at 6.55 p.m.
