

Notice of The Charter Trustees of Poole

Date: Wednesday, 9 October 2019 at 5.00 pm

Venue: Council Chamber Poole, Civic Centre, Poole BH15 2RU



Membership:

Mayor:

Cllr M Le Poidevin

Deputy Mayor:

Cllr B Dion

Sheriff:

Cllr J Bagwell

Cllr M Andrews
Cllr S Baron
Cllr J Beesley
Cllr P Broadhead
Cllr M F Brooke
Cllr D Brown
Cllr R Burton
Cllr D Butler
Cllr D Butt
Cllr J J Butt
Cllr M Earl

Cllr L-J Evans
Cllr N Greene
Cllr A Hadley
Cllr M Haines
Cllr M Howell
Cllr M Iyengar
Cllr T Johnson
Cllr R Maidment
Cllr C Matthews
Cllr D Mellor
Cllr P Miles

Cllr S Moore
Cllr T O'Neill
Cllr P Parrish
Cllr K Rampton
Cllr Dr F Rice
Cllr M Robson
Cllr V Slade
Cllr A M Stribley
Cllr T Trent
Cllr M White

All Members of The Charter Trustees of Poole are summoned to attend this meeting to consider the items of business set out on the agenda below.

The press and public are welcome to attend.

If you would like any further information on the items to be considered at the meeting please contact: Karen Tompkins (01202 451255) or email democratic.services@bcpcouncil.gov.uk

Press enquiries should be directed to the Press Office: Tel: 01202 454668 or email press.office@bcpcouncil.gov.uk

This notice and all the papers mentioned within it are available at democracy.bcpcouncil.gov.uk

GRAHAM FARRANT
HONORARY CLERK TO THE CHARTER TRUSTEES

1 October 2019



Available online and
on the Mod.gov app



AGENDA

Items to be considered while the meeting is open to the public

1. Apologies

To receive any apologies for absence from Charter Trustees.

2. Declarations of Interest

Charter Trustees are required to comply with the requirements of the Localism Act 2011 in respect of the declaration of Disclosable Pecuniary Interests. Declarations received will be reported at the meeting.

3. Confirmation of minutes and matters arising

To receive the minutes of the following meetings and to consider any matters arising.

a) **30 April 2019**

3 - 4

b) **7 June 2019**

5 - 6

4. Charter Mayor's Report

The Charter Mayor will report on her engagements for the period from June – October 2019.

5. Charter Trustees Budget 2019/2020

7 - 8

The Charter Trustees are asked to consider and approve the budget for 2019/20. The approved budget will then form the basis of the budget for 2020/21 plus inflationary increases. Charter Trustees are asked to advise of any areas of the existing budget that need to be altered/reviewed for 2020/21.

The Charter Trustees will need to meet in January 2020 when the Council Tax base is known to approve the budget for 2020/21 and any potential precept for submission to the Council.

6. Any other business deemed necessary by the Clerk to the Charter Trustees

THE CHARTER TRUSTEES OF POOLE

Minutes of the Meeting held on 30 April 2019 at 5.00 pm

Present:-

Cllr S Gabriel – Mayor

Present: Cllr E Atkinson (Sheriff), Cllr P Adams, Cllr L Burden, Cllr J Challinor, Cllr X Dion, Cllr M Farrell, Cllr A Garner-Watts, Cllr A Hadley, Cllr M Haines, Cllr M Le Poidevin, Cllr J Newell, Cllr R Parker, Cllr M Pope, Cllr I Potter, Cllr K Rampton, Cllr A M Stribley, Cllr R Tindle, Cllr M White and Cllr M Wilkins

1. Apologies

Apologies were received from Councillors L Wilson (Deputy Mayor), Brooke, Brown, Howell, Iyengar, Moore, Newell D, Pawlowski, Russell, Slade and Walton.

2. Declarations of Interest

There were no declarations of interest made on this occasion.

3. Charter Trustees - Standing Orders, Handbook and Mayor Making Arrangements

The Charter Trustees received a report submitted by the Director of Law and Governance.

The Charter Trustees are asked to consider and approve the Standing Orders, the Charter Trustee’s Handbook, and the date and arrangements for the Annual Mayor-Making Ceremony.

RESOLVED that:-

(a) the Standing Orders, as set out in Appendix 1 to the submitted report be approved;

(b) subject to the inclusion of the following wording as the final paragraph at the end of page 7 headed ‘The Mayor’, the Handbook as set out in Appendix 2 to the submitted report be approved:

“With permission from the event organiser the Deputy Mayor may also represent the Office of Mayor if the Mayor is unavailable or already engaged. With permission from the event organiser, in the event of the Mayor or Deputy Mayor being unavailable the invitation to be passed on to a past Mayor provided that they are also a serving Trustee.”

(c) the first Annual General Meeting of the Charter Trustees be held on 7 June 2019 at 11.00am followed by a buffet lunch in the Cattistock Room.

The meeting ended at 6.00 pm

MAYOR

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THE CHARTER TRUSTEES OF POOLE

Minutes of the Meeting held on 07 June 2019 at 11.00 am

Present:-

S Gabriel – Mayor

E Atkinson – Sheriff

Present: Cllr M Andrews, Cllr J Bagwell, Cllr S Baron, Cllr M F Brooke, Cllr R Burton, Cllr D Butler, Cllr J J Butt, Cllr B Dion, Cllr M Earl, Cllr L-J Evans, Cllr N Greene, Cllr M Haines, Cllr M Howell, Cllr M Iyengar, Cllr T Johnson, Cllr M Le Poidevin, Cllr S Moore, Cllr T O'Neill, Cllr P Parrish, Cllr K Rampton, Cllr Dr F Rice, Cllr V Slade, Cllr A M Stribley and Cllr T Trent

1. Apologies

Apologies were received from Councillors J Beesley, P Broadhead, D Brown, D Butt, A Hadley, R Maidment, C Matthews, D Mellor, P Miles, M Robson and M White.

2. Election of Charter Mayor, and appointment of Mayoress/Escort

Sean Gabriel, in the Chair, took the opportunity to say a few words as the outgoing Mayor, he thanked the Civic Team, his chaplain, youth escorts and outgoing Sheriff, Elaine Atkinson.

RESOLVED that Councillor Marion Le Poidevin be elected Charter Mayor for the ensuing Municipal year 2019/20.

The Mayor made and signed the Declaration of Acceptance of Office and took the Chair.

The Mayor reported that she had appointed her husband David as her escort and Mark Kimber as her Chaplain.

Voting: Unanimous

3. Election of Deputy Charter Mayor, and appointment of Deputy Charter Mayoress/Escort

RESOLVED that Councillor Bryan Dion be elected Charter Deputy Mayor for the ensuing Municipal year 2019/20.

The Deputy Mayor made and signed the Declaration of Acceptance of Office. The Deputy Mayor reported that he had appointed his wife Xena as his Deputy Mayoress.

Voting: Unanimous

4. Election of Sheriff

The outgoing Deputy Mayor, Lindsay Wilson and Deputy Mayoress were thanked for their work during 2018/19.

RESOLVED that Councillor Julie Bagwell be elected Charter Sheriff for the ensuing Municipal Year 2019/20.

Voting: Unanimous

5. Appointment of one representative and a substitute to the Association of Charter Trustees

RESOLVED that Councillor L-J Evans be appointed as a representative to the Association of Charter Trustees with Councillor Tony Trent as her substitute for the ensuing Municipal Year 2019/20.

Voting: Unanimous

6. Appointment of budget signatories

RESOLVED that Councillors Marcus Andrews and Tony O'Neill be appointed as budget signatories for the ensuing Municipal Year 2019/20.

Voting: Unanimous

7. Calendar of meetings

RESOLVED that the following meetings of the Charter Trustees be agreed.

**Budget Meeting early October 2019
Annual General Meeting 22 May 2020**

Voting: Unanimous

8. Any other business deemed necessary by the Clerk to the Charter Trustees

There was no any other business.

The meeting ended at 12.25 pm

MAYOR

Agenda Item 5

Proposed Budget for the Charter Trustees of Poole

	Proposed Budget £
	2019/20
Civic Budget	
Hospitality	12,000
Civic Regalia	3,000
Travel and Subsistence	100
Training and Conferences	1,000
Out of Pocket Expenses	3,000
Photography	500
Flowers	1,000
Civic Events	
Mayor Making	1,500
Remembrance	4,500
Civic Service	2,000
Civic Awards	1,500
War Commemoration	1,500
Special Anniversarial Events	500
Other Events Contingency	500
Premises	
Room & Premises	17,450
Salaries and Pensions	
Salaries	36,800
LGPS Pensions	5,800
National Insurance	3,400
Administration and Running Costs	
Postages	400
Printing & Photocopying	50
Stationery	500
Subscriptions - Organisations	250
Supplies and Services	
Clothing & Uniforms	500
Insurance	600
External Audit	2,000
Accountancy	500
ICT Provision	1,000
Telephony	500
Laundry	200
Transport	
Fuel	1,250
Vehicle Hire - General Use	750
Vehicle Maintenance & Repairs - Workshop	500
Vehicle Garage	-
Total Expenditure	105,050
Contingency & Reserves	
Reserve	18,950
Total Budget	124,000

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