

Notice of The Charter Trustees for Bournemouth



Date: Thursday, 24 June 2021 at 6.00 pm

Venue: Solent Hall, Bournemouth International Centre, Exeter Road,
Bournemouth

Membership:

Mayor:

Cllr D Kelsey

Deputy Mayor:

Cllr S Phillips

Cllr D Borthwick
Cllr H Allen
Cllr L Allison
Cllr M Anderson
Cllr S C Anderson
Cllr M Andrews
Cllr S Bartlett
Cllr J Beesley
Cllr P Broadhead
Cllr D Brown
Cllr S Bull
Cllr R Burton
Cllr E Coope
Cllr M Davies

Cllr N Decent
Cllr B Dove
Cllr B Dunlop
Cllr J Edwards
Cllr G Farquhar
Cllr D Farr
Cllr L Fear
Cllr A Filer
Cllr M Greene
Cllr N Greene
Cllr M Haines
Cllr N Hedges
Cllr M Iyengar
Cllr C Johnson

Cllr T Johnson
Cllr A Jones
Cllr J Kelly
Cllr R Lawton
Cllr L Lewis
Cllr R Maidment
Cllr D Mellor
Cllr L Northover
Cllr K Rampton
Cllr C Rigby
Cllr R Rocca
Cllr T Trent
Cllr L Williams
Cllr K Wilson

All Members of The Charter Trustees for Bournemouth 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 view the live stream of this meeting at the following link:

<https://democracy.bcpccouncil.gov.uk/ieListDocuments.aspx?MId=5140>

If you would like any further information on the items to be considered at the meeting please contact: Democratic Services by email at democratic.services@bcpcouncil.gov.uk

Press enquiries should be directed to the Press Office: by email at press.office@bcpcouncil.gov.uk

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

GRAHAM FARRANT
HONORARY CLERK TO THE CHARTER TRUSTEES

16 June 2021



Available online and
on the Mod.gov app



Maintaining and promoting high standards of conduct

Declaring interests at meetings

Familiarise yourself with the Councillor Code of Conduct which can be found in Part 6 of the Council's Constitution.

Before the meeting, read the agenda and reports to see if the matters to be discussed at the meeting concern your interests

Do any matters being discussed at the meeting relate to your registered interests?

Disclosable Pecuniary Interest

Yes

Declare the nature of the interest

Do NOT participate in the item at the meeting. Do NOT speak or vote on the item EXCEPT where you hold a dispensation

You are advised to leave the room during the debate

Local Interest

Yes

Declare the nature of the interest

Applying the bias and pre-determination tests means you may need to refrain from speaking and voting

You may also need to leave the meeting. Please seek advice from the Monitoring Officer

No

Do you have a personal interest in the matter?

Yes

Consider the bias and pre-determination tests

You may need to refrain from speaking & voting

You may also need to leave the meeting. Please seek advice

No

You can take part in the meeting speak and vote

What are the principles of bias and pre-determination and how do they affect my participation in the meeting?

Bias and predetermination are common law concepts. If they affect you, your participation in the meeting may call into question the decision arrived at on the item.

Bias Test

In all the circumstances, would it lead a fair minded and informed observer to conclude that there was a real possibility or a real danger that the decision maker was biased?

Predetermination Test

At the time of making the decision, did the decision maker have a closed mind?

If a councillor appears to be biased or to have predetermined their decision, they must NOT participate in the meeting.

For more information or advice please contact the Monitoring Officer
(susan.zeiss@bcpcouncil.gov.uk)

Selflessness

Councillors should act solely in terms of the public interest

Integrity

Councillors must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships

Objectivity

Councillors must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias

Accountability

Councillors are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this

Openness

Councillors should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing

Honesty & Integrity

Councillors should act with honesty and integrity and should not place themselves in situations where their honesty and integrity may be questioned

Leadership

Councillors should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs

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 Interests**
Charter Trustees are requested to declare any interests on items included in this agenda. Please refer to the workflow on the preceding page for guidance.
Declarations received will be reported at the meeting.
- 3. Confirmation of minutes and matters arising** 5 - 14
To receive the minutes of the meetings held on 25 January and 28 May 2021 and to consider any matters arising.
- 4. Charter Mayor's Report**
The Charter Mayor will report on his recent activities.
- 5. Charter Trustees 2020-21 Internal Audit Report** 15 - 22
To consider and approve the outcome of the internal audit report and the management responses to the recommendations.
- 6. Budget Outturn Report 2020/21** 23 - 28
Due to effects of the pandemic, the Charter Trustees of Bournemouth underspent against their approved budgets by £27,671 for 2020/21. This underspend plus the budgeted contribution to reserves of £4,400 has been added to the opening reserves position of £7,994 to give total reserves carried forward of £40,065 as at 31 March 2021.
- 7. Annual Governance Statement 2020/21** 29 - 36
The Charter Trustees are asked to consider and approve the Annual Governance Statement 2020/21.

Please note that the paper attached for this item also relates to item 8 below.
- 8. Statement of Accounts for 2020/21**
The Charter Trustees are asked to approve the statement of accounts for 2020/21.
- 9. Responsible Financial Officer**
That in accordance with the Standing Orders the Responsible Financial Officer from 1 July 2021 following the resignation of Daniel Povey will be Nicola Webb in a temporary capacity.

10. Flag Flying Arrangements for the Charter Trustees for Bournemouth

The Charter Trustees are asked to consider its flag flying arrangements.

It is a matter for the Charter Trustees to adopt its own flag. The Coat of Arms for the former Bournemouth Borough Council is in the ownership of the Charter Trustees. There is an opportunity for the Charter Trustees to adopt the Coat of Arms as their flag.

Set out below are the proposed events that will be respected by the Charter Trustees:

Occasion	Flag
Mayor Making	adopted flag of the Charter Trustees
Formal Meeting of the Charter Trustees	adopted flag of the Charter Trustees
Civic Service	adopted flag of the Charter Trustees

The following notes should be considered

1. Flags will also be flown on other occasions on the instructions of the Honorary Clerk who will consult with the Mayor (or in the Mayor's absence with the Deputy Mayor) in appropriate circumstances.
2. The death of a serving civic dignitary will be observed by flying the appropriate flag at half-mast. The death of a former civic dignitary or former Charter Trustee will be observed by flying the adopted flag of the Charter Trustees at half-mast.
3. Remembrance Day events are arranged by both Charter Trustees whilst the flying of appropriate flags in accordance with national guidance is reflected in the BCP Council flag flying policy.

Provision of Flagpoles for The Charter Trustees for Bournemouth

The Charter Trustees currently do not have dedicated flagpoles which allow the flying of their adopted flag for relevant events. It is suggested that options be explored to allow for such a provision subject to necessary approvals.