

## THE CHARTER TRUSTEES FOR BOURNEMOUTH

Minutes of the Meeting held on 24 June 2021 at 6.00 pm

Present:-

Cllr D Kelsey – Mayor

Cllr S Phillips – Deputy Mayor

Present: Cllr M Anderson, Cllr S C Anderson, Cllr S Bartlett, Cllr J Beesley, Cllr D Borthwick, Cllr D Brown, Cllr S Bull, Cllr R Burton, Cllr E Coope, Cllr M Davies, Cllr B Dove, Cllr B Dunlop, Cllr J Edwards, Cllr L Fear, Cllr A Filer, Cllr N Hedges, Cllr C Johnson, Cllr J Kelly, Cllr R Lawton, Cllr L Northover and Cllr L Williams

9. Apologies

Apologies were received from Councillors M Andrews, P Broadhead, G Farquhar, D Farr, M Haines, M Iyengar, A Jones, L Lewis, K Rampton, C Rigby, R Rocca and T Trent.

10. Declarations of Interests

The Honorary Clerk reported that no declarations of interest had been received for this meeting.

11. Confirmation of minutes and matters arising

The minutes of the meetings held on 25 January 2021 and 28 May 2021 were confirmed as a correct record subject to Cllr B Dove being included as in attendance at the meeting on 25 January 2021.

There were no matters arising.

12. Charter Mayor's Report

The Mayor reported on his activities since being elected on 28 May 2021 and attendance at the following events:

- the funeral of an ex Mayoress who had recently passed away which was Jim Courtney's wife. He reported that it was a sad occasion but well attended.
- Soroptimists meeting – he confirmed that Soroptimists were a group of feminists who help empower women throughout the world. He reported that he really enjoyed the engagement and found it very interesting.
- Opening of the Library at Hill View School - he highlighted the excellent work that all the children had done in redesigning their library and had thoroughly enjoyed the event.
- Flag raising ceremony for Armed Forces Day attended by the Chairman of BCP Council and the Mayors of Bournemouth, Christchurch and Poole.

The Mayor asked the Charter Trustees if they had events that they would like him to attend to let him know and if he was free, he would be happy to attend. In particular he highlighted the need to support businesses following the impact of Covid.

13. Charter Trustees 2020-21 Internal Audit Report

The Responsible Financial Officer - RFO, Dan Povey presented the Internal Audit Report, a copy of which had been circulated to each Trustee and a copy which appears as Appendix 'A' to these minutes in the Minute Book.

The RFO explained that the report was a summary of the review undertaken by internal audit on the internal controls and governance of the Charter Trustees. He explained that the report would aid the Charter Trustees when considering agenda item 7 which sought approval of the Accountability and Governance Return which included the Annual Governance Statement which was an assessment built on the internal audit's review of the governance arrangements of the Charter Trustees.

The RFO reported that the list of applicable controls that audit were asked to assess had resulted in either a substantial or reasonable audit assurance which means that in the main the Charter Trustees was operating well. He explained that the only control that provided a partial assurance was risk management. The Charter Trustees were reminded that the risk register was approved at the January meeting and the reason it was a partial assurance was because it was not in place for the entire 2020/21 financial year.

**RESOLVED – that the 2020-21 Internal Audit Report be received and adopted.**

Voting - Agreed

14. Budget Outturn Report 2020/21

The Responsible Financial Officer presented a report on the budget outturn for 2020/21, a copy of which had been circulated to each Trustee and a copy of which appears as Appendix 'B' to these Minutes in the Minute Book. The RFO explained that this report provided the detail of the budget prior to the Charter Trustees being asked to approve the Statement of Accounts in the Governance Return.

He reported that throughout the year there was a significant underspend forecast due to the pandemic with the activities of the Charter Trustees seriously curtailed. The Charter Trustees were informed that the year-end outturn position was an underspend of £27,671. Appendix A to the report set out the detailed spend against each of the budget headings with a total spend of £105,179.00 which agreed with the statement of accounts at agenda item 8. The RFO explained that expenditure had mainly been incurred on premises, staff support and recharges from BCP Council with the civic budgets underspent. The Charter Trustees were advised of the reserves position with just over £40,000 total reserves carried forward as at 31 March 2021. The RFO reported that a prudent level of reserves was 20% of the precept.

**RESOLVED that the Charter Trustees note the budget outturn position for 2020/21.**

Voting: Agreed

15. Annual Governance Statement 2020/21

The Charter Trustees considered the Annual Governance Statement and Accountability Return, which had been circulated to each Trustee and a copy of which appears as Appendix 'C' to these Minutes in the Minute Book which included the Annual Governance Statement for 2020/21.

The Charter Trustees were asked to approve the submission as set out on page 31 of the agenda pack which included the internal audit report which was signed off by the internal auditor and fed into the formal Annual Governance Statement which confirmed to the external auditors that the internal auditors view was that controls were operating.

**RESOLVED that the Charter Trustees approve the Annual Governance Statement for 2020/21.**

Voting: Agreed

16. Statement of Accounts for 2020/21

The RFO presented the Statement of Accounts for 2021/22 as set out in the Annual Governance and Accountability Return which showed expenditure and reserves for 2020/21 with comparatives from the previous year.

**RESOLVED that the Statement of Accounts for 2020/21 be approved.**

Voting: Agreed

17. Responsible Financial Officer

The Charter Trustees were advised that in accordance with the Standing Orders the Responsible Financial Officer from 1 July 2021 following the resignation of Daniel Povey, would be Nicola Webb in a temporary capacity.

The Mayor took the opportunity to thank Mr Povey for his support to the Charter Trustees and wished him well in the future. In particular he thanked him for his advice and guidance in supporting the Charter Trustees.

18. Flag Flying Arrangements for the Charter Trustees for Bournemouth

The Deputy Head of Democratic Services reported on the opportunity for the Charter Trustees to consider the adoption of its own flag. She highlighted that the former Borough of Bournemouth Coat of Arms was in the ownership of the Charter Trustees and could be an option. The Charter Trustees were also asked to consider its own flag flying arrangements as a separate organisation which could include identifying specific events when a flag would be raised together with the provision of a flagpole for use by the Charter Trustees.

Councillor Borthwick felt that it was a great opportunity to investigate this and put in place arrangements this year and he was happy to propose that approach. Councillor Coope suggested that the adopted flag should be used for special occasions such as the Queen's Birthday and the Platinum Jubilee next year and seconded Council Borthwick's proposal. Councillor Mark Anderson asked about the cost of the provision of a flagpole for the Charter Trustees. The Mayor whilst welcoming the points that had been made suggested that a small working group be set up to consider this issue and report back to the Charter Trustees. Councillor Williams volunteered to sit on the Working Group. Councillor Filer referred to the coat of arms and indicated that she would welcome it being adopted as the Charter Trustees flag. Councillor Dunlop referred to the BCP Flag Flying Protocol and the potential for a Charter Trustees adopted flag and felt that there were too many flags and suggested that there should be a modern approach to this issue. Councillor Dunlop highlighted that the coat of arms was meaningful to older generations whose history was in the Town, but she wondered if it meant anything to most of Bournemouth's modern residents. Councillor Hedges sought clarity on whether the coat of arms was being changed in anyway. The Mayor reported that no such recommendations had been submitted. Councillor Bartlett reported that through the LGR process it had been acknowledged that each town would retain its identity and heritage and part of that was to recognise that the mayoralties had to be retained. He felt that the civic history was important to people in the town. Councillor Dove confirmed that at no point did she understand Councillor Dunlop's comments to mean the destruction of the heritage or moving away from the pride of the town. She suggested that it would be prudent for the working party to consider whether or not the Charter Trustees move away from a flag and consider how to appeal to a younger cohort and offer a more inclusive approach.

Councillor Borthwick and Coope withdrew their move.

**RESOLVED that a working group be established to consider the flag flying arrangements for the Charter Trustees for Bournemouth and the adoption of a flag.**

Voting: Agreed

The meeting ended at 6.32 pm

MAYOR