

# Notice of The Charter Trustees for Poole

Date: Thursday, 5 December 2024 at 6.00 pm

Venue: The Guildhall, Market St, Poole BH15 1NF



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## Membership:

**Mayor: Cllr P Miles**

**Deputy Mayor: Cllr J Clements**

**Sheriff: Cllr M Howell**

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

<https://democracy.bcpccouncil.gov.uk/ieListDocuments.aspx?CId=303&MId=6171&Ver=4>

If you would like any further information on the items to be considered at the meeting please contact: Democratic Services or email [democratic.services@bcpccouncil.gov.uk](mailto:democratic.services@bcpccouncil.gov.uk)

Press enquiries should be directed to the Press Office: Tel: 01202 454668 or email [press.office@bcpccouncil.gov.uk](mailto:press.office@bcpccouncil.gov.uk)

This notice and all the papers mentioned within it are available at [democracy.bcpccouncil.gov.uk](https://democracy.bcpccouncil.gov.uk)

GRAHAM FARRANT  
HONORARY CLERK TO THE  
CHARTER TRUSTEES

27 November 2024

**DEBATE  
NOT HATE**



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## 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



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  
([janie.berry@bcpcouncil.gov.uk](mailto:janie.berry@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 - 8

To confirm the minutes of the meeting held on 18 July 2024 and to consider any matters arising.

**4. Charter Mayor's Communications**

The Charter Mayor will update Trustees on their recent activities and any associated issues.

**5. Report of the Poole Civic Working Group**

To Follow

This report summarises the issues discussed at the Civic Working Group meetings held since the last Charter Trustee meeting in July and seeks support for any recommendations arising.

**6. Finance Update November 2024**

9 - 12

The forecast for the 2024/25 financial year is that the Charter Trustees of Poole will underspend against the budget set. This is due to spend to date and planned activity for the rest of the year being lower than originally envisaged. The forecast underspend for the year is £9,077.

No other items of business can be considered unless the Mayor decides the matter is urgent for reasons that must be specified and recorded in the Minutes.