

Notice of Shadow Poole Town Council

Date: Wednesday, 21 January 2026 at 6.00 pm

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



Membership:

Chair:

To be elected

Vice Chair:

To be elected

Cllr S Aitkenhead
Cllr M Andrews
Cllr J Bagwell
Cllr D Brown
Cllr R Burton
Cllr J J Butt
Cllr J Challinor
Cllr A Chapmanlaw
Cllr J Clements
Cllr P Cooper
Cllr M Earl

Cllr M Gillett
Cllr C Goodall
Cllr A Hadley
Cllr E Harman
Cllr B Hitchcock
Cllr M Howell
Cllr M Le Poidevin
Cllr D Logan
Cllr S Mackrow
Cllr C Matthews
Cllr P Miles

Cllr S Moore
Cllr R Pattinson-West
Cllr K Rampton
Cllr Dr F Rice
Cllr P Slade
Cllr T Trent
Cllr O Walters
Cllr C Weight
Cllr G Wright

All Members of the Shadow Poole Town Council 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 this meeting.

If you would like any further information on the items to be considered at the meeting please contact: Democratic Services 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

AIDAN DUNN
CHIEF EXECUTIVE

13 January 2026

DEBATE
NOT HATE



Available online and
on the Mod.gov app

Three small icons representing different mobile platforms: an iPhone, an Android phone, and a tablet, all with the 'Mod.gov' logo.

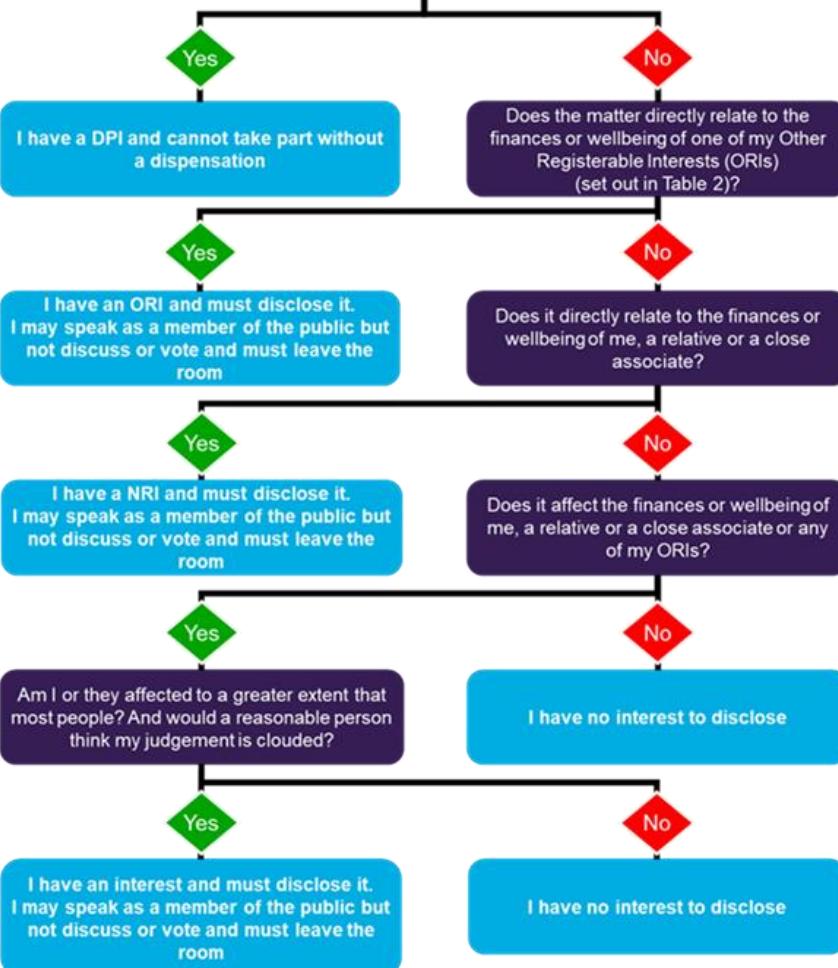
Maintaining and promoting high standards of conduct

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

Does the matter directly relate to one of my Disclosable Pecuniary Interests (DPIs) (set out in Table 1)?



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

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. Election of Chair

To elect a Chair of the Shadow Council for the period up to 31 March 2026.

2. Election of Vice-Chair

To elect a Vice-Chair of the Shadow Council for the period up to 31 March 2026.

3. Apologies

To receive any apologies for absence from Councillors.

4. Declarations of Interests

Members 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.

5. Adoption of Procedure Rules

5 - 14

Although the Shadow Council is not a meeting of the principal council, it would be appropriate to adopt meeting procedure rules similar to the meeting procedure rules which apply to Bournemouth, Christchurch and Poole Council. An extracted version of the existing Part 4D Procedure Rules have been reproduced including the relevant provisions applicable to meetings of the Shadow Council.

It is RECOMMENDED that the Procedure Rules, as set out in the appended document, be adopted as the Meeting Procedure Rules for the Shadow Council.

6. Establishing the New Town Council

15 - 22

This report updates the Shadow Poole Town Council on progress towards establishing Poole Town Council ahead of its vesting date on 1 April 2026. Key milestones have been achieved, including the approval of the Reorganisation Order, confirmation of parish and ward boundaries, and commencement of recruitment for the Town Clerk and Responsible Finance Officer.

Several priority issues raised by councillors and stakeholders, such as asset transfers, allotment management, civic arrangements, election preparations, and neighbourhood forum transitions, are being addressed through a structured implementation plan. Statutory allotment sites within the new parish area will transfer to the Town Council, and historic and civic ceremonial assets will be formally transferred before 31 March 2026.

Workstreams covering governance, finance, assets, staffing, elections, and communications are underway, supported by an officer working group. A

proposed election timetable for 7 May 2026 has been published to support prospective candidates.

The report seeks nominations for an appointments panel of three to six shadow councillors, with delegated authority to complete the recruitment and appointment of the Town Clerk to avoid delay.

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