

SHADOW BOURNEMOUTH TOWN COUNCIL

THURSDAY, 26TH MARCH, 2026

Present: Councillor Sharon Carr-Brown in the Chair

Councillors Cllr M Gillett (Vice-Chair),
Cllr J Beesley, Cllr S Bull, Cllr P Canavan,
Cllr R Herrett, Cllr A Keddie, Cllr D Logan,
Cllr J Martin, Cllr A-M Moriarty, Cllr B Nanovo
and Cllr K Salmon

11 Apologies

Apologies for absence were received from Councillors Cameron Adams, Sara Armstrong, Olivia Brown, Brian Chick, Eleanor Connolly, David d'Orton-Gibson, Jackie Edwards, Duane Farr, Jeff Hanna, Gillian Martin, Lisa Northover, Judy Richardson, Chris Rigby and Joe Salmon.

12 Declarations of Interests

None.

13 Confirmation of Minutes

RESOLVED: That the minutes of the meeting held on 24 February 2026 be approved as a correct record.

Voting: Nem. Con.

14 Adoption of Initial Governance and Policy Documents

The Head of Democratic Services presented a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'A' to these Minutes in the Minute Book.

The Shadow Council was advised that, as Bournemouth Town Council was to be established on 1 April 2026, there was a requirement to have key governance arrangements in place to operate effectively from that date.

Therefore, the report sought approval to adopt the following initial set of governance and policy documents:

- Standing Orders (to govern how meetings are convened and decisions are made),
- Financial Regulations (to provide financial control and accountability, supported by the Responsible Finance Officer),
- the LGA Model Councillor Code of Conduct (aligned with BCP Council to provide clarity for dual-hatted Members and a consistent approach to standards complaints), and

- a Scheme of Delegation.

The proposed Scheme provided proportionate officer delegation from day one, including authority for the Town Clerk and Responsible Finance Officer to take necessary operational actions and to enter into Service Level Agreements with BCP Council for support services relating to allotments and civic support.

It was confirmed that the documents had been drafted in consultation with the new Town Clerk, Mr Marc Read.

It was recommended that the documents be approved for subsequent adoption alongside other policies at the first Annual Bournemouth Town Council meeting in May and an early review during the first year to reflect the Council's agreed committee structure and ways of working.

Members highlighted minor typographical errors to be corrected and requested that additional gender-neutral language be inserted when quoting from primary legislation.

Members were supportive of the recommendations as amended, and it was:

RESOLVED that:-

- (a) the Standing Orders, as set out in appendix 1 to the report, be adopted;**
- (b) the Financial Regulations, as set out in appendix 2 to the report, be adopted;**
- (c) the LGA Model Code of Conduct, as set out in appendix 3 to the report, be adopted; and**
- (d) the Scheme of Delegation to Committees and Officers, as set out in appendix 4 to the report, be adopted.**
- (e) That typographical errors be corrected; and**
- (f) That additional gender-neutral language be inserted when quoting from primary legislation.**

Voting: Nem. Con.

Duration of the meeting: 6.02 - 6.08 pm

Chairman at the meeting on
Thursday, 26 March 2026