

Notice of Shadow Poole Town Council



Date: Tuesday, 24 March 2026 at 5.30 pm

Venue: HMS Phoebe, BCP Civic Centre, Bournemouth BH2 6DY

Membership:

Chair:

Cllr O Walters

Vice-Chair:

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 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 E Pankhurst
Cllr R Pattinson-West
Cllr K Rampton
Cllr Dr F Rice
Cllr P Slade
Cllr T Trent
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

16 March 2026

**DEBATE
NOT HATE**



Available online and
on the Mod.gov app

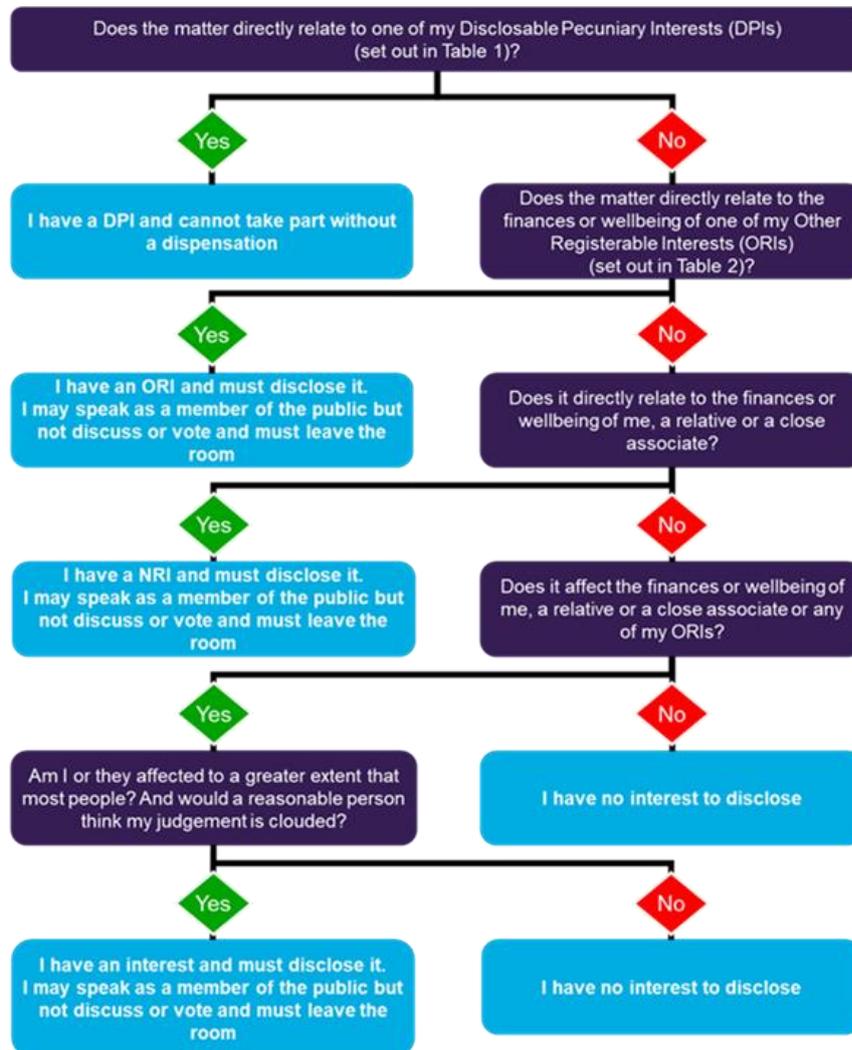


Maintaining and promoting high standards of conduct

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



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. Apologies

To receive any apologies for absence from Councillors.

2. Declarations of Interests

Councillors 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

To confirm and sign as a correct record the minutes of the Meeting held on 24 February 2026.

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4. Adoption of Initial Governance and Policy Documents

Poole Town Council will be established on 1 April 2026 and must have key governance arrangements in place to operate effectively from vesting day. This report seeks approval to adopt an 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 provides 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.

The recommended option is to adopt the appended documents, with subsequent adoption alongside other policies at the first Annual Poole Town Council meeting in May, and a review during the first year to reflect the Council's agreed committee structure and ways of working.

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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.