

## THE CHARTER TRUSTEES OF POOLE

Minutes of the Meeting held on 09 October 2019 at 5.00 pm

Present:-

Cllr M Le Poidevin – Mayor

Cllr B Dion – Deputy Mayor

Present: Cllr M Andrews, Cllr S Baron, Cllr M F Brooke, Cllr D Brown, Cllr R Burton, Cllr D Butler, Cllr D Butt, Cllr N Greene, Cllr M Iyengar, Cllr S Moore, Cllr T O'Neill, Cllr P Parrish, Cllr A M Stribley and Cllr T Trent

9. Apologies

Apologies were received from Councillors J Bagwell, J Beesley, J Butt, L-J Evans, A Hadley, M Haines, M Howell, T Johnson, R Maidment, C Matthews, K Rampton, M Robson, V Slade and M White.

10. Declarations of Interest

There were no declarations of interest made on this occasion.

11. Confirmation of minutes and matters arising

The following minutes were presented to the Charter Trustees.

**(a) 30 April 2019**

The Minutes of the meeting held on 30 April 2019 were confirmed as a correct record and signed.

**(b) 7 June 2019**

The Minutes of the meeting held on 7 June 2019 were confirmed as a correct record and signed.

12. Charter Mayor's Report

The Charter Mayor updated the Trustees on her activity since becoming Mayor in June 2019. She explained the differences in her role as the first Charter Mayor of Poole and the number of engagements attended by her, the Deputy Mayor and the Chairman and Vice-Chairman of the BCP Council which totalled nearly 80. She reported that for some engagements the hosts had assumed that she was the Mayor of BCP Council. She had explained that she was the Mayor of Poole and that there were Mayors in Bournemouth and Christchurch with the primary role of maintaining the civic heritage of each Borough.

The Charter Mayor reported on the type of engagements that she had attended including life milestones, graduations at the University and primary schools and citizenship ceremonies. The Trustees were advised of key

events including the annual visit by Chernobyl Children to Poole who during their visit were offered free medical treatment which added five years to their life. The Mayor reported that she had the honour of attending the farewell party when the children performed. The Mayor also touched on other engagements including community events such as fetes, and invitations to the Proms in the Park. She reported that she felt very privileged and had much pleasure in fulfilling the role as the Charter Mayor.

**RESOLVED that the Charter Mayor's report be received and noted.**

13. Charter Trustees Budget 2019/2020

The Charter Trustees considered the proposed budget for 2019/20, a copy of which had been circulated to each Trustee and a copy of which appears as Appendix 'A' to these Minutes in the Minute Book.

Trustees in considering the proposed budget raised questions on the following:

- the costs for room and premises – Officers confirmed that this recharge was for use of accommodation owned by BCP Council and would be reviewed and refined overtime as the budget was developed.
- the expected level of precept for the Charter Trustees and whether it was dealt with separately or incorporated within the Council's budget. Officers reported that the Regulations which were the same for Parish and Town Councils established and identified the Charter Trustees as a separate body. When the Charter Trustees set the budget for 2020/21 Officers reported that the Charter Trustees may not have any flexibility in setting a separate precept.
- requested that budget monitoring reports be provided. Officers reported that in future the Charter Trustees would receive the full breakdown of transactions.

The Charter Trustees were advised that all smaller authorities, those with income/expenditure under £6.5 million, required an external auditor to be appointed to undertake a 'limited assurance review' at the conclusion of the financial year and in case an objection was received from a local elector. Smaller authorities mainly comprised of Town and Parish Councils although Charter Trustees were also included within the definition of a smaller authority.

Officers reported that the Smaller Authorities' Audit Appointments (SAAA) was formally appointed in January 2016 by the Minister for Local Government as "a person specified to appoint local auditors". It was proposed that the Charter Trustees use this central procurement and appointment regime. If newly created authorities opted out of this regime they would be required to procure and appoint their own external auditors.

The Charter Trustees were informed of the fee structure for the above process.

The Charter Trustees were advised that they would need to meet in January 2020 when the Council Tax base was known to approve the budget for 2020/21 and any potential precept for submission to the Council.

**RESOLVED that:-**

- (a) the proposed 2019/20 budget as presented be approved;**
- (b) the arrangements for the appointment of external auditors via the SAAA as detailed above be approved; and**
- (c) the next meeting of the Charter Trustees be held on 29 January 2020 at 6 pm in the Council Chamber at the Civic Centre, Poole.**

14. Any other business deemed necessary by the Clerk to the Charter Trustees

There were no items of any other business raised at the meeting.

The meeting ended at 5.31 pm

MAYOR