

**BOURNEMOUTH, CHRISTCHURCH AND POOLE COUNCIL**  
**THE CHARTER TRUSTEES FOR BOURNEMOUTH**

Minutes of the Meeting held on 25 October 2021 at 6.00 pm

Present:-

Cllr D Kelsey – Mayor

Cllr S Phillips – Deputy Mayor

Present: Cllr M Anderson, Cllr S C Anderson, Cllr M Andrews, Cllr S Bartlett, Cllr D Borthwick, Cllr P Broadhead, Cllr D Brown, Cllr S Bull, Cllr R Burton, Cllr E Coope, Cllr B Dove, Cllr J Edwards, Cllr D Farr, Cllr L Fear, Cllr A Filer, Cllr M Greene, Cllr N Greene, Cllr N Hedges, Cllr T Johnson, Cllr J Kelly, Cllr R Lawton, Cllr D Mellor, Cllr K Rampton, Cllr C Rigby, Cllr R Rocca and Cllr L Williams

19. Apologies

Apologies were received from Councillors H Allen, L Allison, J Beesley, N Decent, B Dunlop, G Farquhar, M Haines, M Iyengar, C Johnson, A Jones, L Lewis, L Northover, T Trent and K Wilson.

20. Declarations of Interests

The Honorary Clerk reported that no declarations of interest had been received for this meeting.

21. Confirmation of Minutes and Matters arising

The minutes of the meeting held on 24 June 2021 were confirmed as a correct record.

22. Charter Mayor's Report

The Mayor reported on his activities since the last meeting of the Charter Trustees. Charter Trustees were advised that he had attended 69 engagements ranging from swimming events to judging competitions. In particular he referred to engagements at schools and engagement with the children.

23. Responsible Financial Officer

The Charter Trustees were advised that Matthew Filmer, Acting Assistant Chief Financial Officer will undertake the role of Responsible Financial Officer replacing Nicola Webb with effect from 1 July 2021.

**RESOLVED that the above report be noted.**

24. Budget Monitoring Update Report

Matthew Filmer, Responsible Financial Officer (RFO), presented a budget monitoring report, a copy of which had been circulated to each Member and which appears as Appendix 'A' to these Minutes in the Minute Book.

The RFO reported that the forecast for the 2021/22 financial year was that the Charter Trustees of Bournemouth would underspend against the budget set. He explained that this was due to reduced activity caused by Covid-19 restrictions and ongoing caution as restrictions were lifted. The RFO reported that the forecast surplus for the year was £13,325. Charter Trustees were advised that the reserves were forecast to increase to a closing position of £53,390. The RFO reported that this represented approximately 33% of the overall budget and explained that a more prudent level would be 20%

The RFO reported that to facilitate the budget setting process for next year it was recommended, like last year, that a budget workshop was held this would look to provide clarity and direction in respect of levels of budget required for 2022/23, the Charter Trustees ambitions with regards to precept levels and therefore implications for council tax, a review of the tax base for the Charter Trustees of Bournemouth, a review of recharges made to the Charter Trustees which would include agreeing a charge for the use of vehicles from BCP Council and an appropriate level of reserves for the Charter Trustees to maintain.

**RESOLVED that the Charter Trustees note the in-year budget position for 2021/22 and the proposed arrangements for a budget workshop.**

Voting: Agreed

25. Appointment of Charter Trustee for Bank Statement Verification

The Charter Trustees were advised that the Financial Regulations state as follows:

2.2 On a regular basis, at least once in each quarter, and at each financial year end, a member other than the Mayor shall be appointed to verify bank reconciliations (for all 6 accounts) produced by the RFO. The member shall sign the reconciliations and the original bank statements (or similar document) as evidence of verification. This activity shall on conclusion be reported, including any exceptions, to and noted by the Charter Trustees at the next appropriate meeting.

The Charter Trustees were asked to confirm an appointment to fulfil the above role.

**RESOLVED that Councillor John Beesley be appointed to fulfil this role.**

Voting: Agreed

26. Outcome of External Audit for 2020/21

The RFO reported that at the meeting on 24 June 2021 the Charter Trustees approved the Annual Governance Statement and Accountability Return which included the statement of accounts for 2020/21. Following an external audit by PKF Littlejohn LLP the accounts were certified on 28 September 2021 and both the final submission and audit certificate can be found on the Charter Trustees website.

**RESOLVED that the above report be noted.**

27. Future Banking Arrangements

The Charter Trustees were advised that the Financial Regulations state: "The Charter Trustees' banking arrangements, including the bank mandate, shall be made by the RFO and approved by the Charter Trustees. They shall be regularly reviewed for control and efficiency."

The RFO reported on the future banking arrangements whereby from 1 April 2022 all 3 current suppliers to BCP have been combined into one and Barclays would be the Council's supplier. The RFO outlined the potential advantages for the Charter Trustees in using BCP Council's banking supplier.

In accordance with the Financial Regulations the Charter Trustees were asked to approve these arrangements.

**RESOLVED that the Charter Trustees approve the above arrangements.**

Voting: Agreed

28. Feedback from Civic Working Group

The Mayor provided feedback from the Civic Working Group held on 24 September 2021 which included updating the Charter Trustees on the requirements of the Bournemouth mayoralty from the BCP civic centre.

**RESOLVED that the update be received and noted.**

29. Proposed Rifles Freedom Parades 2022

The Mayor reported that the Rifles had approached the Charter Trustees to request the opportunity to exercise their Freedom Rights and parade in Bournemouth in 2022.

He explained that this was the first opportunity to formally report this to the Charter Trustees and that the Civic Team was working with the BCP Council Events Team on the proposed arrangements and associated costs and would feedback to the Charter Trustees at the earliest opportunity.

The Mayor, at this stage, asked the Charter Trustees if they were supportive of the parade taking place if it was financially viable.

**RESOLVED that the Charter Trustees were supportive of the parade taking place subject to the outcome of the issues raised above.**

Voting: Agreed

30. Her Majesty's Platinum Jubilee Celebrations - City Status Bid

The Mayor reported that he had received a letter from Councillor Drew Mellor, the Leader of BCP Council, to ask him to consider at the next meeting of the Charter Trustees, whether Bournemouth as a town would like to put forward a bid for city status.

The Honorary Clerk reported that there was no funding associated with achieving city status.

The Charter Trustees discussed the implications of submitting a bid for Bournemouth, including the potential prestige for the town, the affect for Poole and Christchurch and the wider BCP area, comments on the timing for the submission of the bid, that achieving the status could be divisive, the opportunity to champion areas and highlighting if residents wanted city status.

**RESOLVED that the Charter Trustees support the submission of a City Status Bid for Bournemouth.**

Voting: Majority decision – For – 20, Against – 4, Abstentions – 4

Prior to concluding the meeting, the Mayor referred to the following:

- The Poppy Collection which had recently been launched
- The proposals for hanging a portrait of Councillor Susan Phillips in the parlour.
- Thanking the Democratic Services team and in particular Carolyne Suter, Hazel Randall, Gary Richards, Karl Hopton and Jeff Brown for their support to the Mayor.

The meeting ended at 6.36 pm

CHAIRMAN