

## THE CHARTER TRUSTEES FOR POOLE

Minutes of the Meeting held on 17 October 2023 at 5.00 pm

Present:-

Cllr J Clements – Mayor

– Deputy Mayor

Present: Cllr T Trent (Deputy Mayor), Cllr M Andrews, Cllr C Goodall, Cllr A Hadley, Cllr E Harman, Cllr M Howell, Cllr M Le Poidevin, Cllr S Mackrow, Cllr K Rampton, Cllr P Sidaway, Cllr P Slade, Cllr V Slade and Cllr O Walters

19. Apologies

Apologies were received from Councillors Bagwell, Beesley, D Brown, Burton, Butt, Challinor, Chapmanlaw, d'Orton-Gibson, Gillett, Haines, Miles, Moore, Rice and Weight.

Apologies were also received from Graham Farrant, Honorary Clerk. (Richard Jones deputising)

20. Declarations of Interests

No declarations of interest were received for the meeting.

21. Confirmation of Minutes and matters arising

Cllr Rampton advised that the minutes required amendment to include her apologies for absence.

**RESOLVED: That the minutes of the meeting held on 26 June 2023 be approved as a correct record, subject to amendment as above.**

To promote greater attendance at meetings, Trustees agreed to amend the start time for future Charter Trustee meetings from 5pm to 6pm (with the exception of the annual Mayor-Making).

Voting – Unanimous.

22. Charter Mayor's Communications

The Mayor reported on the passing of former Councillor David Newell. Trustees marked this with a moment of reflection.

The Mayor reported on their activities since the last meeting, which included attendance at the Arts University, Bournemouth University Student Union, Broadstone Horticultural Society, Dorset MIND, Parkstone

community 'Come Outside' event, the Quentin Blake exhibition and Poole Sea Cadets, among other events.

23. Report of the Civic Working Group

Cllr LePoidevin introduced the report of the Civic Working Group, which sought agreement for proposed changes to the membership Group to promote greater attendance at meetings.

Trustees considered the proposal and suggested that membership be amended to include the two budget signatories, together with three additional volunteers, for a maximum of eleven members.

Three volunteers were sought, with Councillors Goodall, Hadley and Walters appointed.

Additionally, it was suggested that past Mayors be asked whether they wished to continue as members of the Working Group, and that all Trustees be notified of forthcoming meeting dates to allow attendance by observers.

The proposal was put to the vote and unanimously agreed.

**RESOLVED: that the proposed changes to the membership of the Civic Working Group be approved.**

Trustees raised the topic of the use of reserves and were informed that use of reserves was to be considered at a future meeting of the Budget Working Group. Trustees were reminded that they could contact the Civic team or the Civic party to suggest use of reserves ahead of that meeting.

Trustees queried the potential use of the Civic Coat of Arms. Officers advised that Trustees were the custodians of the Coat of Arms by Royal Assent, and therefore there were strict limitations on its use by other bodies. It was confirmed that officers would review further and update the Civic Working Group accordingly.

Trustees suggested that the Civic Working Group further consider the creation of the agreed Civic Flag.

24. Finance Update

Matthew Filmer - Responsible Financial Officer, 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.

Trustees were advised of a forecast underspend of £5,900 due to a lower than forecast use of the hospitality budget and not carrying out a Civic Service.

It was confirmed that a Budget Working Group was to be scheduled for December, which would review recharges, the tax base/precept and use of reserves, ahead of formal budget setting at the January 2024 Charter Trustee meeting. Trustees who were eager to have input into the budget were encouraged to attend the Budget Working Group meeting.

Trustees were advised that the audit for 2022/23 had been completed with no issues, and the audit document was available to view on the public website.

**RESOLVED: that the in-year budget position for 2023/24 and other finance updates, as set out in the report, be noted.**

The meeting ended at 5.52 pm

MAYOR