

# THE CHARTER TRUSTEES FOR POOLE



|                            |   |
|----------------------------|---|
| Report subject             | <b>Report of the Poole Civic Working Group</b>  |
| Meeting date               | 24 January 2024   |
| Status                     | Public Report   |
| Executive summary          | This report summarises the issues discussed at the most recent Civic Working Group meeting and seeks support for any recommendations arising.   |
| Recommendations            | <p><b>It is RECOMMENDED that:</b></p> <p><b>FREEDOM HMS CATTISTOCK</b><br/>Trustees note the intent to grant the officers and crew of HMS CATTISTOCK freedom of Poole.</p> <p><b>GRANT FUNDING SCHEME</b><br/>Trustees approve the grant funding policy for implementation as of 1 April 2024.</p> <p><b>BEATING OF THE SEA BOUNDS</b><br/>Trustees approve a payment of £5k to the Society for Poole for support of the Beating of the Sea Bounds event, taken from the 2023/24 reserves.</p> <p><b>POOLE CHERBOURG TWINNING ASSOCIATION (PCTA)</b><br/>Trustees note the recommendation from the Civic Working Group.</p> |
| Reason for recommendations | To seek support of the Charter Trustees for the recommendations arising from the Civic Working Group.   |
| Report Authors             | Neil Fraser Deputy Head of Democratic Services, Carlyne Suter, Civic Team Leader and Hazel Randall Civic Team Leader.   |

|                |               |
|----------------|---------------|
| Classification | For Decision. |
|----------------|---------------|

## **Background**

1. At the meeting held on 22 June 2022, the Charter Trustees established a Civic Working Group to make recommendations at the Charter Trustee Meetings.

## **Purpose of the Civic Working Group**

2. The establishment of the Civic Working Group provided an opportunity for earlier discussion of relevant matters and to allow members of the Charter Trustees to shape proposals for submission and consideration at the full Charter Trustee body. Meetings of the Civic Working Group would be scheduled quarterly.
3. The remainder of this paper draws upon those matters discussed and includes, where appropriate, a recommendation for determination.

## **Schedule of dates for future Civic Working Group Meetings**

4. The Civic Working Group agreed that they would meet six to eight weeks before the Charter Trustee meetings.

## **Freedom HMS CATTISTOCK**

5. The Working Group supported the Mayor's proposal that the officers and crew of HMS CATTISTOCK be granted the Freedom of Poole.
6. The associated costs are submitted for approval under agenda item 6: Budget and Precept. If approved, Charter Trustees will be notified of the necessary extraordinary meeting and supporting activities in due course, following consultation with representatives of HMS CATTISTOCK.

## **RECOMMENDATION:- that**

**The Charter Trustees note the intent to grant the officers and crew of HMS CATTISTOCK freedom of Poole.**

## **Grant Funding Scheme**

7. In order to administer grants from reserves, the Working Group has proposed the implementation of a Grant Funding Scheme. Any grants awarded under this scheme must be aligned to the Trustee's remit of upholding the historic civic ceremonial traditions of the former Borough of Poole.
8. If approved, each annual budget will include a budget heading 'Grant Funding', the value of which is to be agreed each year. It is proposed that the budget for 2024/25 be set at £20k. Under the policy, the Working Group will review and determine applications.
9. The draft policy and application form is attached as Appendix 1. Trustees are requested to debate and approve the proposed policy for implementation as of 1 April 2024.

**RECOMMENDATION:- that**

**Trustees approve the grant funding policy for implementation as of 1 April 2024.**

**Beating of the Sea Bounds**

10. The Society for Poole has submitted an application for a contribution towards the cost of the Beating of the Sea Bounds event, taking place in July 2024. The Civic Working Group has considered the application and recommends a payment of £5k to be taken from 2023/24 reserves. Approval for the grant funding at this time will allow for the Society for Poole to seek additional funding from other sources to plan and deliver the event.
11. The Society for Poole will be required to return the grant if unable to secure sufficient funding to deliver the event.

**RECOMMENDATION:- that**

**Trustees approve a payment of £5k to the Society for Poole for support of the Beating of the Sea Bounds event, taken from the 2023/24 reserves.**

**Poole Cherbourg Twinning Association (PCTA)**

12. The Civic Working Group considered an application for £5k from the PCTA. Upon review of the application, the Working Group noted that £650 was to support operational running costs which were deemed inappropriate for funding. The Working Group therefore recommends a payment of £4,350 to be included in the Budget for 2024/25, to be determined under agenda item 6: Budget and Precept.
13. Future applications from the PCTA will be considered under the proposed grant funding policy, if approved.

**RECOMMENDATION:- that**

**The Charter Trustees note the recommendation from the Civic Working Group.**

**Use of the Coat of Arms**

14. Following a query on use of Charter Trustee Coats of Arms, clarifying information was sought from the College of Arms. This information is reproduced for Poole Trustees to note:

*“Coats of Arms belong only to the corporate body to which they have been granted, and they can be borne only by that body. So the Arms of a local authority can be borne only by that authority, on stationery, signs, seals, flags, vehicles and so on, to represent that corporate body. Local authorities are not able to grant licences or other permissions to outside bodies to use their Arms: Arms are legally rather close to dignities, being conferred under Crown authority.”*

**Summary of financial implications**

15. There are no financial implications arising from this report and the recommendations before the Charter Trustees.

**Summary of legal implications**

16. The roles and responsibilities of the Charter Trustees is defined in legislation, standing orders and the handbook. The issues raised in this report are in accordance with these provisions.

**Summary of human resources implications**

17. There are no human resource implications arising from this report.

**Summary of sustainability impact**

18. There are no sustainability implications arising from this report.

**Summary of public health implications**

19. There are no public health implications arising from this report.

**Summary of equality implications**

20. There are no equality implications arising from this report.

**Summary of risk assessment**

21. The Charter Trustees maintain a separate risk register which is reviewed annually by the Charter Trustees as a body. Any implications arising from decisions of the Charter Trustees which may have an impact on the register will be updated accordingly.

**Background papers**

None.

**Appendices**

Appendix 1: Draft Grant Funding Policy and Application Form