

THE CHARTER TRUSTEES FOR BOURNEMOUTH



Report subject	Attendance at meetings and requests for removal received
Meeting date	20 May 2025
Status	Public Report
Executive summary	This report provides detail on Charter Trustee attendance at meetings, and seeks approval for the removal of two Charter Trustees following their submission of a request for removal to the Honorary Clerk.
Recommendations	<p>It is RECOMMENDED that Charter Trustees:</p> <ul style="list-style-type: none"> a) Note the meeting attendance record attached as Appendix 1; and b) Approve the removal of Cllr Adrian Chapmanlaw and Cllr Rachel Pattinson-West as Charter Trustees of Bournemouth.
Reason for recommendations	The Charter Trustee Standing Orders and Handbook set out the provision by which Charter Trustees can be removed. In line with this provision, Two Charter Trustees have contacted the Honorary Clerk to request their removal.
Report Authors	Neil Fraser, Deputy Head of Democratic Services
Classification	For Decision

Background

1. Trustees will recall that at the meeting of 29 January 2025, the matter of attendance at Charter Trustee meetings was discussed.
2. As a result of that discussion, Trustees resolved that attendance at meetings was to be reviewed at each subsequent meeting by way of a standing item. Meeting attendance details can be found at Appendix 1 to this report.
3. In addition, Trustees were advised that the Honorary Clerk had written to all Trustees who had not attended the two most recent meetings, asking them to confirm whether they wished to continue as Charter Trustees or whether they wished to be considered for removal.

4. As a result, the Honorary Clerk was contacted by two Charter Trustees, Cllr Adrian Chapmanlaw and Cllr Rachel Pattinson-West, confirming that, following their absence at two consecutive meetings, they wished to be removed.
5. Councillors Chapmanlaw and Pattinson-West both represent the Alderney and Bourne Valley ward which falls almost entirely within the Poole Charter Trustee boundary with the exception of a small non-residential area to the north of the ward.
6. The provision for the removal of Charter Trustees is set out in the Standing Orders and Handbook, approved at the meeting held on 4 December 2024.

RECOMMENDED: That Charter Trustees

- a) **Note the meeting attendance record attached as Appendix 1; and**
- b) **Approve the removal of Cllr Adrian Chapmanlaw and Cllr Rachel Pattinson-West as Charter Trustees of Bournemouth.**

Summary of financial implications

7. There are no financial implications arising from this report.

Summary of legal implications

8. There are no financial implications arising from this report. Provision for the removal of Charter Trustees is set out within the Charter Trustee Standing Orders and Handbook.

Summary of human resources implications

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

Summary of sustainability impact

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

Summary of public health implications

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

Summary of equality implications

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

Background papers

Charter Trustee Standing Orders

Charter Trustee Handbook

Appendices

Appendix 1: Charter Trustee meeting attendance record