

SHADOW POOLE TOWN COUNCIL



Report subject	Shadow Poole Town Council - Authorisation of Expenditure
Meeting date	24 February 2026
Status	Public Report
Executive summary	This report asks Members of the Shadow Poole Town Council to consider the proposed expenditure and approve or reject the requests as set out. All approved expenditure can be met from the Charter Trustee reserves which will be transferred to Poole and Broadstone on a 92.1% and 7.9% split, respectively. Any approved expenditure would be met from the net transferred amount so as not to impact the reserves to be transferred to Broadstone Town Council.
Recommendations	It is RECOMMENDED that: The Shadow Poole Town Council considers the proposed expenditure and approves or rejects expenditure for the following: <ol style="list-style-type: none">1. Civic Service;2. Past Sheriff's Badges;3. Beating of the Land Bounds event. If minded to approve, for insurance purposes this event will need to be designated as a Poole Town Council event, with the Town Council delegating to Cllr Mark Howell to lead the event.
Reason for recommendations	The Shadow Town Council has been formed to make decisions on behalf of the Town Council until such time as the newly elected Town Councillors may take office and the Town Council can officially meet.
Portfolio Holder(s):	N/A
Corporate Director	Aidan Dunn, Chief Executive
Report Authors	Neil Fraser, Deputy Head of Democratic Services
Wards	All Wards within Poole Parish

Classification	For Decision
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Background

1. Members will be aware that the current Charter Trustees of Poole budget covers the period 1 April 2025 – 31 March 2026. Ordinarily, the Trustees would have agreed their budget for the period 1 April 2026 – 31 March 2027 at their January 2026 meeting. However, due to the forthcoming dissolution of the Charter Trustees of Poole and the creation of the Poole Town Council on 1 April 2026, setting a budget was no longer required and the January meeting was cancelled.
2. The Shadow Poole Town Council has been set up to make decisions on behalf of the Town Council until such time as the newly elected Town Councillors may take office and the Town Council can officially meet.
3. This report asks Members of the Shadow Poole Town Council to consider the proposed expenditure and approve or reject the requests as set out below.
4. As the Charter Trustees will no longer exist after 31 March 2026, and the bank accounts closed, any invoices raised prior to 31 March but payable after this date must be paid by the Town Council.
5. In addition, any events to be held post March 2026 will be classed as Poole Town Council events and the current Mayor of Poole, Councillor Mark Howell, will remain as Mayor until the new Town Council meets and elects their own.

Underspend in the budget and current reserves

6. The Responsible Financial Officer for the Charter Trustees, Mr Matt Filmer, has confirmed that the Charter Trustees have underspent within their 2025-26 budget by £24k. This is in line with the projection in the December budget setting for the Town Councils, and any expenditure now approved would in effect be new, unbudgeted expenditure.
7. All approved expenditure can be met from the Charter Trustee reserves which will be transferred to Poole and Broadstone on a 92.1% and 7.9% split, respectively. Any approved expenditure would be met from the net transferred amount so as not to impact the reserves to be transferred to Broadstone Town Council.
8. The Mayor of Poole has suggested that the underspend by the Charter Trustees against their 2025-26 budget should be considered as mitigation for approval of the new spend.
9. The £24k underspend was included within the forecasted final reserves value of £90k, to be transferred between the Poole and Broadstone Town Councils on 31 March 2026 as detailed in the December BCP Council report.
10. Should the Shadow Town Council approve all requested expenditure, this would total £18, 561.40. This would accordingly affect the final reserves balance to be transferred to Poole Town Council.

Requested Expenditure

All costs detailed are forecasts, and updates will be provided at the meeting following further research and receipt of quotes.

Civic Service

11. The Charter Trustees budget for 2025-26 has an allocation of £2k for the Mayor to hold a Civic Service.
12. As it is not possible to hold the event prior to 31 March 2026, the Mayor of Poole has requested that this be held in April 2026.
13. It is suggested that holding this event and having expenditure approved from transferred reserves should not prohibit the Town Council should they wish to hold their own Civic Service in 2026-27.
14. It is forecast that the event will cost **£2,491.50** inclusive of a 10% contingency, based on hosting 100 guests at the cost values recorded for the Civic Service held in 2025. A breakdown is set out as follows:

Expenditure	Cost
Venue	£315.00
Catering (food)	£600.00
Catering (Drinks)	£250.00
Photography	£300.00
Van Hire	£250.00
Banqueting Roll	£25.00
Awards Certificates/Frames	£125.00
Security	£400.00
Subtotal	£2,265.00
Contingency @ 10%	£226.50
Total	£2,491.50

Past Sheriff's Badges

15. Owing to the unique circumstances resulting in the dissolution of the Charter Trustees and the formation of Poole Town Council, the usual progression from the office of Sheriff to the Mayor of Poole is no longer possible.
16. In 2013, past Sheriff's badges were discontinued due to cost and on the expectation that Sheriffs would progress to become Mayors and subsequently receive a past Mayor's badge.
17. As Councillor Karen Rampton will be the final Sheriff of Poole and is unable to progress to be Mayor under the current Charter Trustee arrangement, it has been suggested that she should be granted a past Sheriff's badge.
18. The forecast cost to purchase a past Sheriff's badge is £1,650.

Beating of the Land Bounds event

19. The Mayor of Poole, in conjunction with the Sheriff of Poole, have been working with the Civic and BCP Events teams on a proposed 'Beating of the Land Bounds' event, designed to commemorate the end of the Charter Trustees and the beginning of the Town Council of Poole, marking a new chapter for the residents of Poole.
20. It is proposed that the event be held on Saturday 16 May 2026, to comprise of the following events:
 - a. A group cycle ride around the Poole Parish boundaries, stopping at key locations to beat the bounds;
 - b. Key stopping locations are proposed to include Upton House and Country Park, Branksome Dene / Chine, Canford Suspension Bridge and Canford School.
 - c. Activities at the stops would include a yoga and mindfulness session at Upton, Beach games at Branksome beach, and art stations at Canford School.
 - d. Community organisations would be invited to set up promotional stalls along Poole Quay, supported by performers and music.
 - e. A 'Sheriff's Court' on the Quay at which the Sheriff would hold a mock trial and jailing of a 'miscreant'.
 - f. Refreshments and food.
21. Invited guests would likely include current Poole Charter Trustees, newly elected Poole Town Councillors, the BCP Chairman, the Mayor of Bournemouth, the Lord Lieutenant and dignitaries from neighbouring areas.
22. While a final itinerary has yet to be confirmed, top-level forecasted costs for the event are set out in Appendix B. These costs include a contingency of 10% which, given that the costs are only indicative and could rise, may end up being used in full. The total forecasted cost for the event including this contingency, is **£14,419.90**.

Options Appraisal

23. Upon consideration of the proposed expenditure, Members may choose to approve or deny as deemed appropriate.

Summary of financial implications

24. All approved expenditure can be met from the Charter Trustee reserves which will be transferred to Poole and Broadstone on a 92.1% and 7.9% split, respectively. Any approved expenditure would be met from the net transferred amount so as not to impact the reserves to be transferred to Broadstone Town Council.

Summary of legal implications

25. There are no legal implications arising from this report.

Summary of human resources implications

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

Summary of sustainability impact

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

Summary of public health implications

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

Summary of equality implications

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

Summary of Risks

30. As the forecasted figure presented for approval are only indicative, there is a risk that the final cost values will be higher. To mitigate this, a 10% contingency has been applied to all expenditure requests though this does not preclude the risk of the final figures being in excess of this contingency.

Background papers

None.

Appendices

Appendix A: Charter Trustees of Poole Budget 2025-26

Appendix B: Forecasted Beating of the Land Bounds event costs