

THE CHARTER TRUSTEES FOR POOLE



Report subject	Report of the Poole Civic Working Group
Meeting date	3 March 2026
Status	Public Report
Executive summary	This report summarises the issues discussed at the Civic Working Group meetings held since the last Charter Trustee meeting
Recommendations	It is RECOMMENDED that: a. Charter Trustees note the contents of the report; and b. Charter Trustees formally approve the disposal of the Shaftesbury Plaque asset as part of the new ownership of the Poole Civic Centre.
Reason for recommendations	To update Charter Trustees on the issues being considered by the Civic Working Group
Report Authors	Neil Fraser, Deputy Head of Democratic Services
Classification	For Decision

Background

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

Purpose of the Civic Working Group

2. The establishment of the CWG provided an opportunity for earlier discussion of relevant matters and to allow members of the Charter Trustees to shape proposals for submission to, and consideration by, the full Charter Trustee body.
3. The Civic Working Group agreed that they would meet six to eight weeks before each Charter Trustee meeting where possible, and if necessary, more regularly.
4. Due to the forthcoming dissolution of the Charter Trustees of Poole on 31 March 2026 and the creation of the new Poole Town Council, this report draws upon those matters discussed at the final CWG meeting, held on 20 February 2026.

Updating and repairing Civic Regalia

5. In order to transfer regalia to the new Town Council in good condition, the Civic team has progressed refurbishment and repairs to a number of Civic assets. These include repairs to the Sheriff's Wand, which was damaged at a recent event.
6. Mayoral Roll of Honour Boards have been updated, and a new Board has been procured to accommodate Mayors from 2022 onwards.
7. Existing Sheriff Boards require specialist servicing which the team has been unable to procure. Therefore, new Sheriff Roll of Honour Boards have been ordered, with a forecast delivery of early March 2026. A signwriter has been engaged and work will commence on lettering upon receipt of the new Boards.

Transfer of assets and the Shaftesbury Plaque

8. Following a recent reverification and revaluation, all assets owned by the Poole Charter Trustees will be transferred to Poole Town Council as of midnight on 31 March 2025.
9. However, colleagues in the Council's Legal team have advised that upon receipt of external legal advice, a condition of the sale of the Poole Civic Centre is the reinstatement of the Shaftesbury Plaque (see below).



10. Due to its inclusion in the building's listed status, the plaque must be returned to and remain in the Poole Civic Centre, transferring to the ownership of the new building owner.
11. Other plaques/boards are not covered by the same legal requirement and will remain with the Town Council, as they are not fixtures under the building's listing.

12. The Plaque has now been returned and reinstalled pending formal approval of the disposal of the asset by Charter Trustees.

RECOMMENDED: That Charter Trustees formally approve the disposal of the Shaftesbury Plaque asset as part of the new ownership of the Poole Civic Centre.

Future event planning

13. As Cllr Mark Howell will remain as Mayor of Poole until such time as Poole Town Council appoints its own Mayor, the Civic team has been working with Cllr Howell on future Civic events.
14. Cllr Howell has requested that a Civic Service be held on 18 April, and a new Beating of the and Bounds event be held on 16 May 2026.
15. 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.
16. A report seeking approval for the proposed expenditure to cover these events is to be determined at the meeting of the Shadow Poole Town Council on 24 February 2026. Further details on the proposed events can be found in the meeting papers for that meeting, linked below.

Summary of financial implications

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

Summary of legal implications

18. The disposal of the Shaftesbury Plaque asset is a legal requirement to enable the sale of the Poole Civic Centre, as set out in external legal advice.

Summary of human resources implications

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

Summary of sustainability implications

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

Summary of public health implications

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

Summary of equality implications

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

Summary of risk assessment

23. There are no risk implications arising from this report.

Background papers

24. [Shadow Poole Town Council 24 February 2026 - meeting papers](#)

Appendices

25. None.