

THE CHARTER TRUSTEES FOR BOURNEMOUTH



Report subject	Report of the Bournemouth Civic Working Group
Meeting date	4 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 and seeks support for any recommendations arising.
Recommendations	<p>It is RECOMMENDED that:</p> <ul style="list-style-type: none"> a. The Charter Trustees note the contents of the report; b. Charter Trustees support the proposed expenditure to procure new mayoral Robes for consideration by the Shadow Bournemouth Town Council.
Reason for recommendations	The Civic Working Group is responsible for making recommendations to the Charter Trustees at Meetings
Report Authors	Neil Fraser, Deputy Head of Democratic Services
Classification	For Decision

Background

1. At the meeting held on 23 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.
4. The CWG met for the final time on 19 February 2026. The remainder of this paper draws upon those matters discussed at that meeting.

Mayoral Portraits

5. At the previous Charter Trustee meeting held on 23 October 2025, it was:
“RESOLVED:- That Charter Trustees:
 - a. **accept the gifting of the Mayoral portrait from Councillor Farquhar; and**
 - b. **overturn the 2022 decision that no additional portraits are to be hung in the Mayor’s Parlour so that Cllr Farquhar’s portrait may potentially be hung in the Parlour, subject to costs and subject to the CWG determining an appropriate location for it and for other portraits, to ensure their visibility by the public.”**
6. However, given the requirement to prioritise staff resources towards the dissolution of the Charter Trustees on 31 March 2026 and the creation of the Bournemouth Town Council on 1 April, it has not been possible to progress this.
7. The CWG considered this matter and deemed it appropriate to defer this to the Town Council’s new Clerk to progress, once they were in post.
8. The CWG has requested that the Civic team ensure all Charter Trustee Mayoral photographs are mounted in a frame for handover to the new Town Council.

Mayoral Robes

9. In order to transfer regalia to the new Town Council in good condition, the CWG has authorised the Civic team to procure new robes for the Mayor and Deputy Mayor to replace historic robes that are in a state of disrepair. Quotes have been received and a final design and preferred supplier have been selected.
10. However, given that the expected delivery date and subsequent invoicing will be after the Charter Trustees have been dissolved, advice received from the Responsible Finance Officer is that this expenditure should be approved by the Shadow Bournemouth Town Council. The total expenditure to be requested is £7,275.
11. Should Charter Trustees support this, the request for approval will be put to the Shadow Town Council at a future meeting in March 2026 (date TBC).

RECOMMENDED: That Charter Trustees support the proposed expenditure to procure new mayoral Robes for consideration by the Shadow Bournemouth Town Council.

Assets

12. Following a recent reverification and revaluation, all assets owned by the Bournemouth Charter Trustees will be transferred to Bournemouth Town Council as of midnight on 31 March 2026.
13. The asset register has been updated with current valuations, reflecting a significant increase in value, largely due to the rising price of metals. The register now includes clear locations for each asset and improved storage with labelled boxes and laminated inventory sheets.

14. No items are missing, though there is damage to a trophy that will be reported as part of the transfer.
15. A supplementary order will be completed by the end of March, listing all assets (without photos or valuations) for the public record. A version of the asset log, including reference numbers, photos, and storage locations, will be provided to the new Town Council for cross-referencing.
16. Insurance for the assets will be in place from 1 April 2026. The first-year budget includes a 30% contingency to account for increased valuations, and the insurance company is being reviewed to ensure adequate coverage.
17. Regarding the transfer of mayoral vehicles and number plates, the CWG was reminded that the current vehicle and plate were transferred to BCP Council in 2019. A report on the potential transfer of the Poole Civic numberplate is being prepared in response to a motion on this subject, to be determined at a future meeting of BCP Council.

Trustee attendance at meetings

18. Trustees have resolved that attendance at meetings is to be reviewed at each subsequent meeting by way of a standing item. This is set out as agenda item 7.
19. Given that the Charter Trustees are to be dissolved on 31 March 2026, this attendance report is provided for information only and there is no recommendation for further action.

Summary of financial implications

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

Summary of legal implications

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

Summary of human resources implications

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

Summary of sustainability impact

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. None.

Appendices

25. None.