

# **CHARTER TRUSTEES FOR THE CITY OF DURHAM**

At the **Meeting** of the **Charter Trustees for the City of Durham** held in the Main Hall, Town Hall, Durham, on Wednesday 22 January 2020 at 5.00 pm

**Present:** The Right Worshipful the Mayor of Durham, Councillor K Corrigan (in the Chair) and Councillors D Bell, J Blakey, J Chaplow, S Dunn, D Hall, L Hovvels, B Kellett, J Lethbridge, C Marshall, M McKeon, R Ormerod, M Simmons, A Simpson, P Taylor, F Tinsley, J Turnbull, M Wilkes and M Wilson

## **1 Apologies for Absence**

Apologies for absence were received from Councillors L Brown, D Freeman, A Hopgood, E Mavin, L Mavin and E Scott.

## **2 Recording of Proceedings**

Charter Trustees consented to the taking of photographs during the meeting.

## **3 To swear in new members and an honorary member of the Mayor's Bodyguard**

Mr J M Allen, Mr J R Eaglesham and Mr K Roughley were duly sworn in as members of the Mayor's Bodyguard.

Mr M Barton CBE QPM was duly sworn in as an honorary member of the Mayor's Bodyguard.

**The meeting adjourned at 5.15 pm and reconvened at 5.30 pm**

## **4 Minutes**

Minutes of the meeting held on 4 December 2019 were confirmed as a correct record and signed by the Mayor.

## **5 Declarations of interest**

There were no declarations of interest.

## **6 Revenue Outturn for the period ending 31 December 2019 and Projected Outturn to 31 March 2020**

Charter Trustees considered a report of the Treasurer that provided information on the actual expenditure compared to the profiled budget for the period ending 31 December 2019; and the forecast of expenditure to 31 March 2020 in comparison to the 2019/20 original budget (for copy see file of minutes).

The Finance Manager reported that at 31 December 2019 the actual net expenditure was £48,649, an underspend of £10,272 against a profiled budget of £58,921. It was anticipated that the actual expenditure at 31 March 2020 would be lower than the original budget of £68,856 by £6,925. The sum required to be drawn from reserves to balance the budget was therefore expected to reduce from £13,543 to £6,604.

The Finance Manager referred to Councillor Hopgood's query in the minutes of the meeting on the 4 December 2019 regarding the general office expenses and clarified that the one-off expenditure related to ceremonial robes and the honours board.

### **Resolved:**

- (i) That the outturn position for the period ended 31 December 2019 be noted;
- (ii) That the forecast outturn to 31 March 2020 be noted.

## **7 Appointment of Deputy Mayor**

Charter Trustees considered a report of the Clerk that detailed the outcome of the working group discussion regarding possible criteria for selection of Deputy Mayor (for copy see file of minutes).

The Clerk reported that the working group met on the 20 December 2019 and discussed various proposals for selection criteria, however no particular consensus was reached on any of the proposed criteria. The Working Group agreed that any interested candidates for the role of Deputy Mayor should be offered meetings with the Clerk and PA to the Mayor and/or shadow the current Deputy Mayor to events to get a better understanding of the duties and responsibilities of the role.

### **Resolved:**

- (i) That no changes be made to the current arrangements for selection of Deputy Mayor;
- (ii) That any interested candidates for Deputy Mayor be offered meetings with the Clerk and PA to the Mayor and/or shadow the current Deputy Mayor to events to get a better understanding of the duties and responsibilities of the role.

The Mayor agreed that in order to keep members informed, the next item of business could be reported.

## **8 Past Deputy Mayor's Jewels**

Councillor Turnbull queried why a former Deputy Mayor had not received the Past Deputy Mayor's Jewels for their term of office. The Clerk advised that he would investigate and discuss outside the meeting.