

CHARTER TRUST FOR THE CITY OF DURHAM

At the **Meeting** of the **Charter Trust for the City of Durham** held in the Committee Room 1A - County Hall, Durham, on Wednesday 16 November 2011 at 4.00 pm

Present: The Right Worshipful the Mayor of Durham, Councillor Les Thomson (in the Chair) and Councillors G Holland, K Holroyd, A Hopgood, N Martin, J Turnbull and J Wilkinson

The Mayor advised Trustees that the meeting was not quorate so it would be advisory and no decisions would be made.

1 Apologies for Absence

Apologies for absence were received from Councillors Chaplow, Crooks, B Myers, Simmons, Wilkes, M Wood and C Woods.

2 Minutes of the Meeting held on 19 July 2011.

Trustees sought clarification on why the budget was broken down further. Trustees were advised that this had been a request from a Trustee.

The Minutes of the Meeting held on 19 July 2011 were noted.

3 Updates

The Clerk to the Charter Trust submitted a comprehensive report to provide Trustees with a progress update in respect of Civic Transport and the Internal Audit Report.

The Clerk advised Trustees that a meeting would be held with the Head of Transport that week or early next week which the 3 Trustees identified would be invited to attend.

The Clerk also advised Trustees that no interest had been shown for the vacancy of Pant Master and she suggested that the position be advertised.

The Mayor asked Trustees if there would be any objections to the meeting scheduled to be held on 18 January 2012 being held in the Town Hall to allow a Member of the Bodyguard to be sworn in.

Recommended: (i) That the report be noted and Trustees be kept informed of progress.

(ii) That the Clerk approach David Marrs, who had previously held the position of Pant Master to ascertain if he would be interested again in the position. If no interest then the Clerk to approach the Freeman, Mayor's Bodyguard then the Bodyguard's waiting list.

(iii) That the meeting of the Charter Trust for the City of Durham scheduled to be held on 18 January 2012 be held at the Town Hall, Durham.

4 Revenue Outturn for the quarter ended 30 September 2011 and projected Outturn to the 31 March 2012

The Treasurer to the Charter Trust submitted a comprehensive report which provided information on the actual expenditure compared to the profiled budget for the period ending 30 September 2011 and the forecast expenditure to 31 March 2012 in comparison to the 2011/12 original budget.

The Clerk advised Trustees that the £500 donation to Royal British Legion would be an annual contribution.

Recommended: (i) That the outturn position for the quarter ended 30 September 2011 be noted.

(ii) That the forecast outturn to 31 March 2012 be noted.

5 Revenue Budget 2012/13

The Treasurer to the Charter Trust submitted a comprehensive report that provided information to initiate discussions on the budget requirement for 2012/13 and consequential level of council tax.

Charter Trustees sought clarification on the increase for Support Services. The Treasurer advised Trustees that Support Services was not just salaries it also included on costs.

Trustees discussed if they could use the reserves which would enable them to reduce the precept and sought clarification on what would happen to the reserves if a Town Council was established. Officers advised Trustees that if they lowered the precept considerably it would be difficult to increase at a later date unless they held a referendum due to the Localism Act 2011.

Trustees raised concerns should the reserves be handed over to a Town Council as this had been collected from the former City of Durham area and not the new Town Council area.

Trustees suggested that a working group be established to look at the budget then a special meeting be held early January.

Recommended: (i) That the deadline for agreeing the precept for 2012/13 be noted.

(ii) That the precept be agreed at the meeting to be held on 18 January 2012.

(iii) That a working group be established to look at the budget that consisted of the Mayor, Deputy Mayor, Councillor Martin, one Labour Member and the Clerk and Treasurer.

(iv) That a special meeting of the Charter Trust for the City of Durham be held in January 2012 to look at the budget.

6 Any Other Business

Trustees raised concerns that the new Civic Protocol and Order of Precedence had not been adhered to by other people at a recent event held at Durham Cathedral, even though a copy had been provided to everyone beforehand.

Meeting Terminated at 4.55 pm