



**City of Durham
Charter Trustees for the City of Durham**

Ref: JM

25 March 2014

To: The Mayor and Members of the
CHARTER TRUSTEES FOR THE CITY OF DURHAM
(Councillors P Charlton, J Blakey, J Armstrong, D Bell,
A Bonner, J Buckham, J Chaplow, P Conway, N Foster,
K Corrigan, D Freeman, S Guy, D Hall, G Holland,
A Hopgood, N Martin, B Moir, M Nicholls, R Ormerod,
M Plews, M Simmons, D Stoker, P Taylor, J Turnbull,
M Wilkes and M Williams).

Dear Sir/Madam

A Meeting of the **CHARTER TRUSTEES FOR THE CITY OF DURHAM** will be held in the
Committee Room 1B, County Hall, Durham, on Wednesday 2 April 2014 at 1.00 pm.

BUSINESS

1. Apologies for Absence
2. Minutes of the meeting held on 18 March 2014 (Pages 1 - 2)
3. Declarations of interest, if any
4. Past Deputy Mayor or Mayoress and Consort Jewels - Report
of the Clerk to the Charter Trustees (Pages 3 - 6)
5. To receive nominations for the Deputy Mayor

Yours faithfully

Clerk

County Hall, Durham, DH1 5UL
Tel: 03000 269731 Fax: (0191) 3834206
Web Site: www.durham.gov.uk

This page is intentionally left blank

CHARTER TRUSTEES FOR THE CITY OF DURHAM

At the **Meeting** of the **Charter Trustees for the City of Durham** held in the Committee Room 2, County Hall, Durham, on Tuesday 18 March 2014 at 1.00 pm

Present: The Deputy Mayor of Durham, Councillor J Blakey (in the Chair) and Councillors J Armstrong, D Bell, J Chaplow, P Conway, K Corrigan, G Holland, A Hopgood, N Martin, R Ormerod, M Simmons, J Turnbull and M Williams

1 Apologies for Absence

Apologies for absence were received from the Right Worshipful Mayor of Durham Councillor P Charlton and Councillors A Bonner, J Buckham, N Foster, D Freeman, S Guy, D Hall, B Moir, M Nicholls, D Stoker, P Taylor and M Wilkes.

2 Minutes

Minutes of the meeting held on the 8 January 2014 were confirmed as a correct record and signed by the Deputy Mayor.

3 Declarations of interest

There were no declarations of interest.

4 To receive nominations to the position of Pant Master and appoint to that position

Councillor Williams moved and Councillor J Armstrong seconded that Miss Sharon Spence be appointed to the position of Pant Master. There were no other nominations.

Resolved:

That Miss Sharon Spence be appointed to the position of Pant Master.

5 Revenue Outturn for the period ending 31 January 2014 and Projected Outturn to 31 March 2014

Charter Trustees considered a report of the Treasurer which provided information on the actual expenditure compared to the profiled budget for the period ending 31 January 2014 and the forecast of expenditure to 31 March 2014 in comparison to the 2013/14 original budget (for copy see file of minutes).

The Treasurer reported that as a result of the roles of Mayor of the City of Durham and Chairman of Durham County Council merging, it was anticipated that the actual

expenditure at 31 March 2014 would be significantly lower than the original budget by £44,652. There would no longer be a requirement to draw from the reserves, instead a contribution to reserves of £33,376 was anticipated.

Resolved:

- (i) That the outturn position for the period ended 31 January 2014 be noted
- (ii) That the forecast outturn to 31 March 2014 be noted.

6 Any Other Business

In response to a question from Councillor Williams regarding the presentation for the retiring Mayor for 2012/13, Councillor Hopgood confirmed that the retiring Mayor had received his medal in private as he was unable to attend the Annual meeting.

A discussion ensued about the possible provision of a medal to the outgoing Deputy Mayor. Due to the roles of Mayor and Chairman of Durham County Council merging, the Deputy Mayor would not naturally proceed to Mayor as in previous years and consequently would not receive a medal for services to the City of Durham. Trustees noted that Cllr Hopgood who had served as Deputy Mayor for 2012/13 had not received such a recognition of past office. It was suggested that a report detailing costs of potentially awarding a silver medal to the Deputy Mayor be brought to the next meeting.

Councillor Blakey informed Trustees that nominations for Deputy Mayor would also be discussed at the next meeting which had been arranged for 2 April 2014.

Resolved:

That a report detailing costs for provision of an additional silver medal for Deputy Mayor be brought to the next meeting.

CHARTER TRUST FOR THE CITY OF DURHAM

2 April 2014

Past Deputy Mayor or Mayoress and Consort Jewels



City of Durham

Report of Bryan Smith, Clerk to the Charter Trustees

Purpose of the Report

1. Charter Trustees are aware that each year at Mayor Making the retiring Mayor and Mayoress/Consort are presented with “Jewels” in the form of Medals, in recognition of their service to the City. At the last meeting Charter Trustees raised the question of awarding additional medals to the past Deputy Mayor and consort and whether to backdate this in view of the conjoining of Mayor and Chairman of Durham County Council. This report is to inform the Charter Trustees of the potential costs of such awards.

Background

2. The practice of presenting the past Mayor and Mayoress/Consort with “Jewels” at Mayor Making is a longstanding tradition in the City. However there has not been a similar tradition for awarding medals to the Deputy Mayor and Consort given that prior to 2012 the Deputy Mayor was likely to succeed to become Mayor and would then receive recognition at the end of the following year. This tradition was interrupted when it was decided to conjoin the offices of Mayor and Chairman of Durham County Council.

Past Deputy Mayor’s Medal “Jewels”

3. There has been one previous occasion when in May 2009 Councillor Mr and Mrs Dickie received Deputy Mayor and Deputy Mayoress Medals as souvenirs of their past year of office.

Costs

4. The cost of providing a silver gilt Past Deputy Mayor Medal and a silver gilt Past Deputy Mayoress/Consort Medal are set out below:

Past Deputy Mayor	£ 239.05
Past Mayoress/Consort	£ 239.05

Machine engraving costs approximately £0.40 net per character.

The above prices are exclusive of carriage and VAT

The Charter Trustees will no doubt consider the current financial climate and budgetary constraints however the Head of Finance has confirmed there is sufficiency in the current budget provision to meet these costs in the current year.

Options

5. To approve any of the below be awarded silver gilt medals in recognition of past service
 1. Past Deputy Mayor year 2013/14
 2. Past Consort year 2013/14
 3. Past Deputy Mayor year 2012/13
 4. Past Consort year 2012/13

Total Cost if all allowed £956.20

(exclusive of carriage , engraving and VAT)

Recommendation

There is clearly a historic tradition of providing both the Past Mayor and Past Mayoress/Consort with Medals “Jewels” in recognition of their service to the City. Whilst there is no immediate budget provision for additional awards to Past Deputy Mayoress and Consort this can be accommodated within this years’ budget allowances. It is a matter for the Charter Trustees to agree if this may be backdated as well as agreed for the current year of service.

Contact: Bryan Smith Tel: 03000 269717

Appendix 1: Implications

Finance – Detailed within the report.

Staffing - None specific within the report.

Risk - None specific within the report.

Equality and Diversity / Public Sector Equality Duty - None specific within the report.

Accommodation - None specific within the report.

Crime and Disorder - None specific within the report.

Human Rights - None specific within the report.

Consultation - None specific within the report.

Procurement - None specific within the report.

Disability Issues - None specific within the report.

Legal Implications - None specific within the report.

This page is intentionally left blank