

CHARTER TRUSTEES FOR THE CITY OF DURHAM

At the **Meeting** of the **Charter Trustees for the City of Durham** held in the Committee Room 1B, County Hall, Durham, on Wednesday 21 January 2015 at 1.00 pm

Present: The Right Worshipful the Mayor of Durham, Councillor J Robinson (in the Chair) and Councillors P Conway, J Armstrong, D Bell, J Blakey, A Bonner, J Chaplow, K Corrigan, D Freeman, G Holland, A Hopgood, N Martin, B Moir, M Nicholls, R Ormerod, M Plews, M Simmons, P Taylor, J Turnbull and M Wilkes

1 Apologies for Absence

Apologies for absence were received from Councillors J Buckham, N Foster, S Guy, D Hall and M Williams.

2 Minutes

Minutes of the meeting held on the 3 December 2014 were confirmed as a correct record and signed by the Mayor.

3 Declarations of interest

There were no declarations of interest.

4 Asset Register

Charter Trustees considered a report of the Clerk which informed Trustees of the meeting of the working group to review the need for a register of assets and the recommendations arising therefrom (for copy see file of minutes).

The working group discussed the need for a register of assets held by the Charter Trustees which arose from recommendations following an external audit for year ending 31 March 2014.

The Clerk advised that the working group reviewed the previous history of communications between Durham County Council and the Charter Trustees in 2010 and also reviewed the written opinion of His Honour Judge Richard Lowden QC, the Honorary Recorder at the time and the schedule of inventory of assets with colour coding (copy of the schedule of assets was available to members on request).

In response to a query regarding valuation of items, the Clerk advised that he was currently liaising with the Insurance Team and Internal Audit.

Resolved:

- (i) That the Schedule of assets be agreed subject to amending items numbered 27 to 30 inclusive on page 5 to be blue. All items coloured blue be accepted as historic and ceremonial and vest in the Charter Trustees.
- (ii) That the County Council's offer be accepted to agree written terms whereby all property identified as red in the schedule be preserved at the Town Hall in trust and in perpetuity for the benefit of the community and the people of Durham City.
- (iii) That the County Council be requested to carry out a valuation process of all items on the Schedule in conjunction with the internal auditor for the purposes of insurance arrangements.
- (iv) That the County Council be requested to arrange block insurance cover for all items held at the Town Hall for appropriate risks and at suitable valuation and to recharge the Charter Trustees for their contribution towards its share of the premium.
- (v) That items coloured green are in the ownership of the Freemen of Durham and those coloured yellow are in the ownership of the DLI Trustees, successors to the regiment (the Light Infantry and Rifles) and the MOD be noted. The Clerk to the Charter Trustees will consult with those organisations on their future wishes.

5 Revenue Outturn for the period ending 31 December 2014 and Projected Outturn to 31 March 2015

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 2014; and the forecast of expenditure to 31 March 2015 in comparison to the 2014/15 original budget (for copy see file of minutes).

The Treasurer reported that at 31 December 2014 actual net expenditure was £38,096; an underspend of £3,444 against a profiled budget of £41,540. It was anticipated that actual expenditure at 31 March 2015 would be lower than the original budget of £59,417 by £5,596. There would no longer be a requirement to draw from reserves to balance the budget; instead a contribution to reserves of £901 is expected.

The Treasurer responded to a query regarding categorization of expenditure and advised that he would look into how other bodies categorize and report back to Trustees.

Resolved:

- (i) That the outturn position for the period ended 31 December 2014 be noted.
- (ii) That the forecast outturn to 31 March 2015 be noted.

6 Any other business

Councillor G Holland asked that the Role of Past Mayors be added to the agenda for the next meeting.