

COMMITTEE REPORT

Subject:	<i>Executing a legal deed and use of Council seal</i>
Committee:	<i>Full Council</i>
Item Number:	<i>13</i>
Date:	<i>13 July 2026</i>
Author:	<i>Steve Bishop, Responsible Finance Officer</i>
Report status:	<i>Approval</i>
Confidential / Exempt:	<i>No</i>

1. Report Summary

- 1.1 Under the Council's Standing Order 23, a legal deed requires Full Council resolution before the Council's seal can be applied to execute it.
- 1.2 The Lower Bemerton Trust (LBT) deed was last updated in April 2025 before the last election. Due to changes in Council membership the deed needs to be updated to formally remove 'retiring trustees' (ex-Councillors) and formally appoint 'new trustees'.
- 1.3 This report requests the Council to authorise officers to arrange for the LBT deed to be updated and sealed.

2. Recommendations

It is recommended that Full Council:

- 2.1 Approves officers to revise the Lower Bemerton Trust deed to reflect the current membership of the Council.
- 2.2 Approves that the Proper Officer seals the revised deed to execute it.

3. Implications

Implication Area	Impact	Comments / Mitigation
Financial	None	External lawyers quoted several thousand pounds to produce the last deed for us. We saved this money by using officer time inhouse. We would do the same again.
Legal	Low	Works must comply with listed building consents and standard procurement rules.
Risk	Low	The deed was accepted by the Charities Commission and is therefore considered fit for purpose. However, it may not be as robust as one produced by a specialist trust lawyer.
Personnel	None	
Environmental Impact	None	
Equalities Impact Statement	None	
Community / Public Impact	None	
Procurement / Contractual	None	
Property / Asset	None	
Data Protection	None	