

## **Patchway Town Council**

### **Mayoral Charity Policy**

The Mayor is the first citizen of the Town, who acts as the civic head of the Town Council and, in their capacity as Chair of Council, chairs the Council meetings. The Mayor is the public face of the Council and attends the civic and community functions on behalf of the Council. As the First Citizen, the Mayor is a symbol of the authority of the Council and it is his or her duty to represent and promote the interests and welfare of the Town and all those who live, work and visit the Town. The Mayor gives recognition, appreciation and encouragement to all those groups and individuals who contribute to the life of the Town. The Mayor is elected amongst the councillors at the Annual Town Council Meeting in May each year.

Upon election to the office of Mayor of Patchway, the member will decide upon a charity to nominate as their chosen charity for the Civic year, which runs May to May, concurrently. All proceeds from Patchway Town Council events throughout the Civic year will go as a donation to the nominated charity. The Town Council can also, at its discretion, make a donation to this charity throughout the year.

The nominated charity, must fall into at least one of the set criteria as set out below:

- 1. Has a registered base in Patchway.**
- 2. Is actively working for the community of Patchway.**
- 3. Is a registered charity with the Charity Commission.**
- 4. The bank account is in the charity's name.**
- 5. The charity isn't associated with a religious body.**

Patchway Town Council's Mayor will choose a charity that they would want to support throughout this year and this will be voted on at the Annual Meeting of Patchway Town Council, in May each year.

The charity for the chose year will feature on a dedicated page on the Patchway Town Council website along with the rolling total of what has been raised for the charity at events throughout the year.

The Town Council will donate all proceeds to the nominated charity, from the events below:

- 1. Patchway Festival.**
- 2. Selling of community publications (For example, calendars).**
- 3. Any large Civic event held in the year.**
- 4. Any open days throughout the year.**

Patchway Town Council will authorise the donation at the close of the Civic year for that charity, unless otherwise agreed.

Adopted: 19<sup>th</sup> October 2021.

Review: October 2022.