

BROADSTONE TOWN COUNCIL

Minutes of Broadstone Town Council, Community Services Committee Meeting held on 23rd June 2026 in the NorthReach Annex, St John's Church. The meeting commenced at 12.30pm

PRESENT:

Cllr **Elkins**, Cllr **Maxey**, Cllr **O'Neil**, Cllr **Sidaway**, Cllr **Tebbs** & Cllr **Walls**

ALSO IN ATTENDANCE:

M **Harrington** (Proper Officer)

ABSENT:

Cllr **Brooke**, & Cllr **Slade**

As Council Chairman Cllr Sidaway opened the meeting.

PUBLIC SESSION

No members of public were present.

0626-1. ELECTION OF CHAIRMAN & VICE-CHAIRMAN AND RECEIPT OF DECLARATION OF ACCEPTANCE OF OFFICE.

The Proper Officer asked for nominations for the role of Chairman.

Proposed Cllr O'Neil

Seconded Cllr Walls

RESOLVED: Cllr Sidaway was elected as Chairman to the Broadstone Town Council Community Services Committee and signed the acceptance of office.

The Chairman asked for nominations for the role of Vice-Chairman

Proposed Cllr Elkins

Seconded Cllr Tebbs

RESOLVED: Cllr O'Neil was elected as Vice-Chairman to Broadstone Town Council Community Services Committee and signed the acceptance of office.

0626-2. DECLARATIONS OF INTEREST AND DISPENSATIONS RELATING TO ITEMS ON THE AGENDA.

- a. No declaration was made. NB: this does not preclude any later declarations.
- b. No dispensation was requested.

0626-3. APOLOGIES FOR ABSENCE.

Apologise were received before the meeting from Cllr Brooke for to personal reasons & Cllr Slade for to work reasons.

0626-4. COMMUNITY SURVEY.

- a. Resident's survey questions.
RESOLVED / ACTION: Cllr Elkins will circulate the questions to Cllr's for final ratification over email. Cllr Elkins to update the survey.
- b. Resident's survey duration.
RESOLVED: The survey will be available from 5th July 2026 ending on 31st July 2026.
- c. Resident's survey poster distribution numbers.
RESOLVED / ACTION: Proper Officer to have printed 1000 copies of the Survey poster, noting on the reverse side to add the Branding flyer. Flyers to be A5, on standard paper quality. Cost approximately £75.

- d. Residents survey publication locations.
RESOLVED / ACTION: Cllr Elkins will contact the library and shops to ask if they will hold a small number of flyers. Cllr Tebbs & Cllr Elkins agreed to distribute leaflets during the 'Rock on the Rec' event.
- e. Other resident survey matters.
No other matters were raised.

0626-5. NEIGHBOURHOOD FORUM

- a. It was noted a quote from Wybone Ltd of £824.99 plus VAT was accepted by the Broadstone Neighbourhood Forum before the creation of Broadstone Town Council. However, due to a supply delay the bins were not installed before the Council's creation.
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| Proposed Cllr Sidway | Seconded Cllr Walls |
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- RESOLVED / ACTION:** Cllr Sidaway to discuss with BCP Council the positioning of the bins. Proper Officer to pay the invoice totally £824.99 plus VAT
- b. A discussion was held regarding the remaining Forum Charity money. It was noted £618.13 will be transferred from the Broadstone Neighbourhood Forum
- RESOLVED / ACTION:** Proper Officer to earmark £618.13 for a Broadstone Neighbourhood Forum Legacy Community Award. Award suggested to be £100 M&S Voucher. Cllr Elkins to liaise with the former Broadstone Forum Trustees to look at first year's awardee and report back.

0626-6. FUTURE COMMUNITY PROJECTS

A list of possible future projects was noted.

- Information Boards
RESOLVED / ACTION: Cllr Elkins to contact company who originally printed the boards to have vinyl stickers created to cover the wording stating the board is maintained by Broadstone Neighbourhood Forum and report back costings. Proper Officer to add to Community Services and Finance & Governance Committee agendas for July
- Cemetery Noticeboard.
RESOLVED / ACTION: Cllr Elkins to investigate board ownership and carry out repairs. Cost of repairs to the Town Council approximately £60.00, (Replace glass, repair damaged wood, sand the surface, and apply a protective coating.) Once repaired look to add information about the Wallace grave and war graves.
- Bramble Bashing.
Noting a risk assessment has been created and will be discussed by the Finance and Governance Committee.
- Use our loo scheme.
RESOLVED / ACTION: Cllr Tebbs to continue to investigate the scheme and report back to the Committee in September. Proper Officer to add to the September Community Services Committee agenda.
- Public Toilets
RESOLVED / ACTION: Proper Officer to gain land registry details for the old public toilet block.
- Water Refill station
Cllr Sidaway is investigating this and will report back to the Committee.
- Springdale Park
Cllr Elkins and Cllr O'Neil investigating and creating a feasibility study for the play park. Report to be present to the Committee.

- **Christmas Lights**
Cllr O'Neil creating a feasibility study in relation to Christmas Lights. Report to be presented to the Committee in due course. Noting the application deadline for BCP in relation to new enhancements is 31st July 2026

RESOLVED / ACTION: Cllr Sidaway to liaise with the external Christmas Parade Committee in relation to the role of the Committee.

- **Pocket Park**
Cllr Maxey & Cllr Brooke are investigating options in respect of Pocket Park and will report back to the Committee.
- **Community Orchard**
Cllr Maxey to report back at the next Committee meeting.

ACTION: Proper Officer to create a database for current and future projects and add to the Community Services agenda as a standing monthly item.

0626-7. CORRESPONDENCE

It was noted that a member of the public had contacted a Councillor regarding the apparent neglect of the Cemetery. The Proper Officer advised that she had also been contacted and asked who was responsible for grass cutting within the Cemetery. A response was subsequently provided confirming that responsibility for this work lies with BCP Council.

0626-8. NEXT MEETING.

- a. Items for the next meeting agenda
- b. Meeting date: 10th July 2026, time 12.30pm in the St Johns NorthReach Annex.

The meeting ended at 14.30