

BROADSTONE TOWN COUNCIL

Minutes of Broadstone Town Council, Finance & Governance Committee Meeting held on 10th July 2026 in the NorthReach Annex, St John's Church. The meeting commenced at 15:45

PRESENT:

Cllr Elkins, Cllr Maxey, Cllr Slade & Cllr Tebbs

ALSO IN ATTENDANCE:

M Harrington (Proper Officer)

ABSENT:

Clr Walls

PUBLIC SESSION

One member of public was present to watch the proceedings.

It was noted the meeting is being recorded to aid with minute taking.

F:0726-1. 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.

F:0726-2. APOLOGIES FOR ABSENCE.

Apologise were received from Cllr Walls for personal reasons. It was noted the quorum for the committee is three.

F:0726-3. PREVIOUS MINUTES

Propose Elkins

Second Tebbs

RESOLVED/ACTION: The minutes from the Finance and Governance Committee meeting held on 23rd June 2026 were approved and signed as a correct record the meeting. (LGA 1972, Sch12, p 41(1)). Proper Officer to place a copy of the minutes in the library.

F:0726-4. MONTHLY FINANCE

a. A copy of the recent monthly expenditure was submitted before the meeting. See Appendix A

Proposed Cllr Slade

Seconded Cllr Maxey

RESOLVED / ACTION: Monthly expenditure of £592.88 Inc VAT was approved. Proper Officer to process payments.

b. No income was noted

c. A bank balance of £132,394.58 was noted.

d. The bank reconciliation was reviewed, confirming that the accounting records reconciled with the bank statement, and was noted and signed by the Meeting Chairman.

F:0726-5. BUDGET 2026-27

It was noted that the Full Council Chairman and the Meeting Chairman had requested that this item be postponed allowing further work to be undertaken on the report. It was further noted that the Proper Officer and Cllr Maxey are due to meet next week to discuss the report, with the intention of submitting it to Full Council for consideration at a meeting in late July.

ACTION: The Proper Officer to include the Budget Report on the agenda for the Full Council meeting on 20th July. The Proper Officer to also add an action to the Action Log to obtain a formal agreement from Poole Town Council regarding items previously shared between the former councils that have since transferred to Poole Town Council, including the Mayoral Regalia and the private registration number.

F:0726-6. POLICIES & RISK ASSESSMENTS.

To copy of the following policies were submitted before the meeting and discussed

- a. Allotment Tenancy Agreement.

Propose Cllr Maxey

Second Cllr Tebbs

RESOLVED / ACTION: To approve the Allotment Tenancy Agreement as submitted. Proper Officer to publish the agreement.

- b. Standing Orders.

Propose Cllr Elkins

Second Cllr Slade

RESOLVED / ACTION: To approve the new Standing Order number 27. Proper Officer to publish.

F:0726-7. CORRESPONDENCE

No further correspondence was discussed.

F:0726-8. NEXT MEETING.

- a. No items for the next meeting agenda were discussed.

- b. Next meeting: 25th August 2026, 15.45 St John's Church NorthReach Annex.

The meeting ended at 16.27

Appendix A

Date	Net	VAT	Total	Description	Supplier	Bank
24.06.2026	£303.75	£0.00	£303.75	Meeting Hall Rent	St John the Baptist PCC	Unity Bank
24.06.2026	£47.00	£0.00	£47.00	ICO Registration	Information Commissioners Office	Unity Bank
10.07.2026	£123.74	£24.74	£148.48	IT Support	Ingenio IT Ltd	Unity Bank
10.07.2026	£51.27	£10.26	£61.53	Leaflets	Vista Print	Unity Bank
10.07.2026	£32.12	£0.00	£32.12	Travel Expenses	Officer	Unity Bank
	£557.88	£35.00	£592.88			