

BROADSTONE TOWN COUNCIL

Minutes of Broadstone Town Council, Community Services Meeting held on Friday 15th May 2026 in the NorthReach Annex, St John's Church. The meeting commenced at 6.30pm

PRESENT:

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

ALSO IN ATTENDANCE:

M **Harrington** (Proper Officer)

ABSENT:

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PUBLIC SESSION

Thirty-Seven members of public were present.

One member of public wished to ask when and where will the minutes be available?

It was noted the draft minutes will be posted on the Broadstone Town Council website

www.broadstone-tc.gov.uk usually within one week of the meeting. It was noted the Clerk will investigate options for a hard copy of the draft minutes to be placed somewhere within the Parish for anyone who doesn't have access to the internet.

ACTION: Clerk to talk to the appropriate representative about keeping a copy of the minutes in the library and local churches.

One member of public wished to raise a concern in respect of the possibility of the Council being biased in favour of the Liberal Democrats. It was suggested the Council consider having one Liberal Democrat and one Independent as Chairman and Vice-Chairman.

It was noted the Councillors are not driven by any political agenda or bias and in fact investigations are already underway to see if it would be possible for all eight Councillors to stand as Apolitical for the next election. Rather than under any political title (which includes Independent).

ACTION: Clerk to add to the next Full Council agenda a discussion regarding an Apolitical. Town Council.

One member of public reminded others that it is up to the members of public within the Broadstone Parish to hold the Town Council to account.

It was noted members of public are welcome to speak direct to Councillors to contact the Clerk with any issue. Email clerk@broadstone-tc.gov.uk

One member wished to understand why the agenda was published under the title Broadstone Parish Council and not Broadstone Town Council, and what the difference is.

It was noted that in law BCP Council have the power to form a new Parish with a new Parish Council, and that only the Parish Council had the legal power to adopt the Style of Town Council. The current Mayor of Corfe Mullen stated that a Town Council and Parish Council have the same duties. However external companies / organisations think that Town Council is of higher status than Parish Council's and are more likely to listen to Town Council's comments / concern and also to support projects financially.

One member wished to raise a concern about the cost of having a Mayor, in line with the proposed budget.

It was noted the draft budget allowed for a £500 allowance for the Mayor, but this was for Grant awarding not Mayoral duties, expenses or an allowance.

Each Councillor and the Clerk introduced themselves.

Sign:

Chairman: Cllr Sidaway

Date: 8th June 2026

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0526-1. ELECTION OF CHAIRMAN AND RECEIPT OF DECLARATION OF ACCEPTANCE OF OFFICE.

The Clerk asked for nominations for the role of Chairman.

Proposed Cllr O'Neil

Seconded Cllr Maxey

RESOLVED – Cllr Sidaway was elected as Chairman to Broadstone Parish Council and signed the acceptance of office.

0526-2. ELECTION OF VICE-CHAIRMAN AND RECEIPT OF DECLARATION OF ACCEPTANCE OF OFFICE.

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

Proposed Cllr Brooke

Seconded Cllr Tebbs

RESOLVED – Cllr Elkins was elected as Chairman to Broadstone Parish Council and signed the acceptance of office.

0526-3. 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.

0526-4. DECLARATIONS OF ACCEPTANCE OF OFFICE AND REGISTER OF INTEEST.

It was noted all Councillors have returned their Declaration of Acceptance of Office and Register of Interest to the Clerk before the meeting.

0526-5. TOWN CLERK.

The appointment of Michelle Harrington as the Clerk / Proper Officer and Responsible Financial Officer was noted. Michelle Harrington will also be the Data Controller / Processor.

0526-6. APOLOGIES FOR ABSENCE.

All Councillors were present.

0526-7. NAME AND STYLE OF COUNCIL.

It was noted the current legal name of the Council is "Broadstone Parish Council", and the style is that of a Parish Council.

RESOLVED:

a. Adopt the style of a Town Council (LGA 1972, s 245(6)-(9)).

b. Adopt the title Broadstone Town Council

c. Retain the roles of Chairman and Vice-Chairman, rather than adopting the titles of Mayor and Deputy Mayor. It was noted that this could be reviewed in future.

0526-8. GENERAL POWER OF COMPETENCE.

A report was submitted before the meeting, detailing the eligibility for the General Power of Competence.

RESOLVED:

a. Broadstone Town Council meets the eligibility criteria for the General Power of Competence.

b. Broadstone Town Council wish to hold the General Power of Competence.

0526-9. MEETING DATES

This item was deferred until after item 0526- 12 however the resolution is listed here.

A report was submitted before the meeting listing proposed dates for future Full Council and Committee meetings.

RESOLVED: All dates listed have been entered into the diary as provisional dates. Dates for the Community Committee will be added along with a Planning, Licencing and Highways meeting for the end of May early June.

It was noted when full Council meeting dates go to alternate months, an extra meeting can be added for the Planning, Licencing and Highways committee if applications are received.

0526-10. BANK SIGNATORIES.

A recommendation was presented to Councillors that the Full Council Chairman and Vice Chairman, plus the Finance Committee Chairman and Vice-Chairman become bank signatories.

RESOLVED: To adopt the Full Council Chairman and Vice Chairman, plus the Finance Committee Chairman and Vice-Chairman as bank signatories. Noting if one person fills two roles, another Councillor will be nominated.

0526-11. POLICIES

- a. A copy of the policies adopted by the Shadow Council (Code of Conduct; Financial Regulations; Scheme of Delegation, and Standing Orders) were present before the meeting for ratification.

RESOLVED: All policies were ratified and adopted by Full Council.

- b. It was noted Members will be receiving many policies over the coming months in order to ensure the Council functions in a transparent and robust way. The pathway for policy adoption will be that the policy will be agreed for recommendation to Full Council by:
- The Finance and Governance Committee for Council wide policies.
 - The Staffing Committee for HR related policies.

0526-12. COMMITTEE STRUCTURE

- a. Members were asked before the meeting their preference for committee membership. Nominations were received.

RESOLVED: To appoint the following committee members:

1. Finance and Governance Committee
Colin Elkins; Andy Maxey; Paul Slade; Jo Tebbs & Sally Walls.
ACTION: Clerk to amend the Scheme of Delegation to state five members not four.
2. Staffing Committee
Andy Maxey, David O'Neil and Peter Sidaway.
3. Hearings Appeals
Mike Brooke, Colin Elkins and Paul Slade.
4. To note the Chairman and Vice Chairman of each Committee will be decided during the first committee meeting.

- b. After the election the formation of a Planning, Licensing and Highways Committee with a Scheme of Delegation was proposed.

RESOLVED/ACTION: To appoint Mike Brooke, David O'Neil, Peter Sidaway, Jo Tebbs and Sally Walls and to adopt the Scheme of Delegation, with the amendment for five Councillors instead of four.

- c. A recommendation to form a Community Services Committee was received.

RESOLVED / ACTION. To form a Community Services Committee, with all Councillors as members. The Clerk to produce a Scheme of Delegation and submit for approval at the next Full Council meeting.

0526-13. MEMBERSHIP OF OUTSIDE BODIES – APPENDIX

A report was submitted before the meeting, noting a recommendation to hold membership for the Dorset Association of Parish & Town Councils (DAPTC), the National Association of Local Councils (NALC) and the Society of Local Council Clerks (SLCC).

RESOLVED: To hold membership to the Dorset Association of Parish & Town Councils, the National Association of Local Councils and the Society of Local Council Clerks.

0526-14. MONTHLY FINANCE

This item was deferred to the next Finance and Governance Committee meeting.

Sign:
Chairman: Cllr Sidaway

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0526-15. PLANNING AND LICENSING MATTERS

It was noted now that Broadstone Town Council have a Planning, Licensing and Highways Committee, all applications will be forwarded to committee members for discussion and to form a Broadstone Town Council application comment.

0526-16. CORRESPONDENCE

It was noted correspondence had been received regarding Scout Hall parking. However, Cllr Sidaway, as the BCP ward Councillor has taken this issue on.

The meeting ended at 19:03