

BROADSTONE TOWN COUNCIL

Minutes of Broadstone Town Council held on Monday 20th July 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 **Walls**

ALSO IN ATTENDANCE:

Michelle **Harrington** (Proper Officer)

ABSENT:

Cllr Tebbs

PUBLIC SESSION

Five members of public were present.

A member of the public spoke regarding the formation of Broadstone Town Council and the importance of the Council remaining apolitical and listening to residents.

The Chairman provided background regarding the Community Governance Review undertaken by BCP Council and the subsequent formation of Broadstone Town Council.

The Chairman explained that, prior to the formation of Broadstone Town Council, the Broadstone Neighbourhood Forum had undertaken a range of work for the benefit of the local community. This included improvements to local facilities, support for community events, installation of information boards, management of local noticeboards and the establishment of the Broadstone business community. It was noted that, following the formation of Broadstone Town Council, the Neighbourhood Forum was disbanded, however the current Town Council intended to continue the good work previously undertaken by the Forum and to build upon its achievements for the benefit of the local community.

The Chairman also referred to areas where further work was considered necessary, including the condition of Springdale Park, benches, Christmas lights enhancements and possible support for local facilities such as the library.

The importance of understanding the priorities of residents was noted, and reference was made to the Residents' Survey currently being undertaken by the Town Council. The Chairman asked residents to judge the work of the Town Council after its first year.

The Chairman also addressed comments that "nobody wanted the Town Council". It was noted that the proposed parish of Broadstone had a projected electorate of 8,960. A total of 529 responses were received in relation to the proposed parish, although 206 of these were from respondents outside the proposed parish area. Of the 305 responses received from within the proposed parish, less than 2% of the projected electorate of Broadstone voted against the creation of the Town Council.

The Chairman also explained that the Town Council had previously passed a motion confirming its commitment to remaining apolitical. The purpose of this was to ensure that party politics were left outside the Council chamber and that Councillors acted in the best interests of Broadstone and its residents. It was noted that, should party political positions or policies be introduced into Council discussions, the Proper Officer or any Councillor could remind the speaker of the Council's commitment to remaining apolitical and bring the discussion back to the business of the Town Council.

0726-1. DECLARATIONS OF INTEREST AND DISPENSATIONS RELATING TO ITEMS ON THE AGENDA

No declaration was made, or dispensation requested. NB this does not preclude any later declarations.

0726-2. APOLOGIES FOR ABSENCE

Apologies were received before the meeting from Cllr Tebbs for personal reasons.

0726-3. PREVIOUS MEETING MINUTES

The minutes from the full council meeting held on Friday 15th May 2026 were approved and signed as a correct record the meeting. (LGA 1972, SCHEDULE 12, PARA 41(1))

Proposed Cllr Elkins

Seconded Cllr Brooke

RESOLVED: The minutes from the full council meeting held on Friday 15th May 2026 were approved and signed as a correct record the meeting. A copy to be placed in the library.

0726-4. BCP Councillors report

Ward Councillor Sidaway reported two local issues.

Residents were encouraged to photograph and report incidents through the appropriate BCP Council reporting channels. Those unable to do so were advised to contact either of the Ward Councillors. It was noted that investigations are undertaken to establish the source of fly-tipping where possible, alongside any necessary health and safety assessments. As a result, the removal of waste can sometimes take longer than residents may wish. The possibility of introducing additional measures to deter fly-tipping was discussed, and this will be report back once more is known.

Dunyeats Road Roadworks. An update was provided regarding the closure of Dunyeats Road. It was noted that the information received indicated that the closure could last for eight weeks, while information displayed locally suggested a closure period of July to August. Clarification has been requested.

The recent accidents at the junction outside St John's Church were discussed. It was noted that concerns had been raised with BCP Council and that discussions had taken place with residents, victims of accidents, parents and the school PTA regarding potential improvements to the junction.

Cllr Sidaway and Cllr V Slade as Ward Councillors had been liaising with BCP Council regarding the concerns. BCP Council officers had recently reviewed the junction and were considering the options that had been raised.

It was proposed that a public session be arranged to present the options that had been suggested by residents to obtain further public views. The outcome could then be provided to BCP Council via the Ward Councillors to assist in its decision-making.

It was agreed that the Town Council would support the organisation of a public session and would communicate its concerns regarding the recent accidents and the potential hazards presented by the junction.

ACTION: The Proper Officer to assist Cllr Sidaway with arranging a public meeting within the next few weeks.

ACTION: Broadstone Town Council to write to BCP Council setting out its concerns regarding the junction and the recent accidents.

It was noted that Cllr Sidaway and Cllr V Slade, as Ward Councillors, would continue to lobby BCP Council on behalf of residents

0726-5. CORRESPONDENCE

No correspondence was noted.

0726-6. POLICIES & RISK ASSESSMENTS.

A copy of the following policies was submitted before the meeting and discussed:

- a. Bee Keeping Policy.
- b. Community Engagement Policy.
- c. Social Media.

Proposed Cllr Sidaway

Seconded Cllr Walls

RESOLVED / ACTION: To adopt the above policies as submitted. To publish online.

0726-7. ACTION LOG UPDATES

The following actions from previous meetings were discussed:

- a. Benches

Cllr Brooke submitted a report before the meeting, which was discussed.

RESOLVED / ACTION: That the maintenance of existing Town Council-owned benches be undertaken by the Caretaker. A plan and strategy for the future management of benches to be developed, including consideration of replacing benches on the Broadway with more suitable benches and using the replaced benches to refurbish benches elsewhere in the parish where appropriate. Cllr Brooke to take this forward and report back to a future meeting.

- b. Caretaker Business Case

The Proper Officer submitted a report before the meeting this was discussed

Proposed Cllr Sidaway

Seconded Cllr Slade

RESOLVED / ACTION: That Broadstone Town Council approves the appointment of a self-employed Groundsman/Caretaker for an initial period of twelve months, working approximately 12 hours per week at a rate to be agreed.

The Proper Officer to undertake the procurement process, assess contractor availability and response times, appoint a suitable contractor, and report back to Council following six-month and twelve-month reviews.

It was agreed that prospective contractors should be asked to submit their proposed hourly rate as part of the procurement process.

Members discussed the need for arrangements to be in place to cover the service in the event that the appointed contractor was unavailable, including emergency work and emergency hours.

- c. Other action updates

The consolidated task and project list was discussed. It was noted that all current tasks, projects and major workstreams had now been brought together into one spreadsheet. Councillors were asked to update the spreadsheet with relevant information, on a ongoing basis.

0726-8. CHRISTMAS LIGHTS FEASIBILITY STUDY

Cllr O'Neil submitted a Christmas Lights feasibility study before the meeting, which was discussed.

Proposed Cllr O'Neil

Seconded Cllr Sidaway

RESOLVED / ACTION: To progress Option 2, while not limiting consideration to Wilton Lights, and to investigate further economical lighting options. Further options to be considered and reported back to the Town Council. Cllr Sidaway and Cllr O'Neil to discuss the process and report back.

0726-9. BRIDGING REPORT

The Proper Officer submitted a bridging report before the meeting this was discussed.

Proposed Cllr Sidaway

Seconded Cllr Maxey

RESOLVED / ACTION: To adopt the bridging budget as submitted. Proper Officer to import details into Scribe Accounts.

0726-10. DELEGATED POWERS

A revised copy of the Scheme of Delegation was submitted before the meeting, this was discussed

Proposed Cllr Sidaway

Seconded Cllr Elkins

RESOLVED / ACTION: To adopt the Scheme of delegation as submitted and to publish online.

0726-11. COMMITTEE REPORTS

To receive and note the minutes from committee meetings.

- a. Community Services
The minutes from the previous Community Services Committee meeting where noted.
- b. Finance & Governance
The minutes from the previous Finance and Governance Committee meeting where noted.
- c. Planning, Highways & Licensing
The minutes from the previous Planning, Highways and Licencing Committee meeting where noted.

0726-12. NEXT MEETING.

- a. Items for the next meeting agenda

- b. Meeting date, time and location confirmation

Full Council – Monday 10th August 2026 at 18:30

Community Services Committee – Tuesday 25th August 2026 at 12:30

Finance and Governance Committee – Tuesday 25th August 2026 at 15:45

Planning, Highways and Licencing Committee – Tuesday 25th August 2026 at 14:30

All meetings held in the NorthReach Annex, St John's Church, Broadstone.

The meeting ended at 20.24