

BROADSTONE TOWN COUNCIL

Minutes of Broadstone Town Council, Finance & Governance Committee Meeting held on 25th August 2026 in the NorthReach Annex, St John's Church. The meeting commenced at 3:45pm

PRESENT:

Cllr Elkins, Cllr Maxey, Cllr Slade & Cllr Wall

ALSO IN ATTENDANCE:

M Harrington (Proper Officer)

ABSENT:

Cllr Tebbs

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:0826-1. 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:0826-2. APOLOGIES FOR ABSENCE.

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

F:0826-3. PREVIOUS MINUTES

Propose Walls

Second Maxey

RESOLVED/ACTION: The minutes from the Finance and Governance Committee meeting held on 10th July 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:0826-4. MONTHLY FINANCE

a. A bank balance as of 14th August 2026 of £129,865.07 was noted.

b. A copy of the recent monthly expenditure (including those published after the agenda date was submitted before the meeting. Income of £618.13 was noted. See Appendix A for a list of expenditure.

Proposed Cllr Maxey

Seconded Cllr Elkins

RESOLVED / ACTION: Monthly expenditure of £6,311.43 Inc VAT was approved. Proper Officer to process payments.

Want money spent in reserve for 3 years for 6 awards 2 x 1£100 each year, given to group or individual who has made a lasting effect on Broadstone. BTC compile list of names, give to old Forum Trustees and they will choose for first three years.

ACTION: Add how and who and when the award add to next months agenda.

c. It was noted this agenda item was covered above.

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.

e. Saving Account

Proposed Cllr Walls

Seconded Cllr Maxey

RESOLVED / ACTION: To open a 95-Day Saving Account with Redwood Bank

f. Use our Loo Scheme

Proposed Cllr Walls

Seconded Cllr Elkins

RESOLVED / ACTION: To approve £2,500 be allocated from general reserves to a "Use our Loo" Scheme earmarked reserve

F:0826-5. Grant Application

- a. Broadstone Business Community
A grant application for the Broadstone Business Community was discussed

Propose Cllr Maxey Second Cllr Walls

RESOLVED / ACTION: To approve a grant of £300. Ask if I can attend with a Councillor from time to say hi.

Print a blank large cheque to present the money. – Cllr Sidaway to present

- b. Chitter Chatter Club
A grant application for the Chitter Chatter Club was discussed

Propose Cllr Elkins Second Cllr Maxey

RESOLVED / ACTION: To approve a grant of £500. Ask if both the PO and Cllr Elkins can attend a future meeting. Cllr Maxey to provide a large Promotional cheque. PO & Cllr Elkin to present for publication matters only.

F:0826-6. ALLOTMENTS

- a. Allotment Fees 2027-28

Propose Cllr Walls Second Cllr Elkins

RESOLVED / ACTION: To set the 2027-28 Allotment fees at 97 pence per square meter. Noting no increase from the rate set by BCP for 2026-27.

- a. Treeworks
Quotes were received for treeworks within the allotment site and present to Council before the meeting.

Propose Cllr Slade Second Cllr Maxey

RESOLVED / ACTION: To award the contract to Contractor 1 (Rempstone Tree Management). PO to advise contractor.

F:0826-7. POLICIES

The following policy was submitted before the meeting:

- a. Safeguarding

Propose Cllr Elkins Second Cllr Walls

RESOLVED / ACTION: To approve to Safeguarding policy as submitted. PO to publish.

F:0826-8. CORRESPONDENCE

No correspondence was discussed.

F:0826-9. NEXT MEETING.

- a. No items for the next meeting agenda were discussed.
- b. Next meeting: 22nd September 2026, 3.45pm at St John's Church NorthReach Annex.

The meeting ended at 16.37

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Appendix A

Date	Net	VAT	Total	Description	Supplier	Bank	Tender
21.08.2026	£68.20	£0.00	£68.20	Stamps - Allotments	Post Office	Unity	ONLINE
19.08.2026	£20.00	£4.00	£24.00	Payroll Charge	Artema Ltd	Unity	ONLINE
19.08.2026	£13.18	£0.00	£13.18	Printing	Puddletown Area Parish Council	Unity	ONLINE
19.08.2026	£35.00	£7.00	£42.00	Allotment Package	Starboard Systems Limited	Unity	ONLINE
19.08.2026	£7.58	£0.00	£7.58	Dots	Shenzhensciliqikeyiyouxiangongsi	Unity	ONLINE
19.08.2026	£1,122.76	£224.55	£1,347.31	IT Support	Ingenio IT Ltd	Unity	DIRDEBIT
19.08.2026	£675.00	£0.00	£675.00	Hall Rental	St John the Baptist PCC	Unity	ONLINE
31.07.2026	£2,670.26	£0.00	£2,670.26	Salary	Artema Ltd, Inc Pension & HMRC	Unity	ONLINE
14.08.2026	£36.79	£1.53	£38.32	Stamps - Allotments	Tesco	Unity	ONLINE
14.08.2026	£7.75	£0.00	£7.75	Bank Fees	Unity Bank	Unity	ONLINE
10.08.2026	£95.40	£0.00	£95.40	Hi Vis Vest	Quay Embroidery	Unity	ONLINE
22.07.2026	£1,322.43	£0.00	£1,322.43	Reimbursement	BCP Council	Unity	ONLINE
	£6,074.35	£237.08	£6,311.43				

Sign:
Chairman: Cllr Maxey

Date: 22nd September 2026
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