

BROADSTONE TOWN COUNCIL

Minutes of Broadstone Town Council, Community Services Committee Meeting held on 22nd September 2026 in the NorthReach Annex, St John's Church. The meeting commenced at 6.30pm

PRESENT:

Cllr **Brooke**, Cllr **Elkins**, Cllr **Sidaway**, Cllr **Tebbs**. & Cllr **Walls**

ALSO IN ATTENDANCE:

M **Harrington** (Proper Officer)

ABSENT:

Cllr **Maxey**, Cllr **O'Neil**, & Cllr **Slade**.

PUBLIC SESSION

It was noted the meeting is being recorded to aid with minute taking. All Members of Officers introduced themselves.

Two members of public was present.

One Member of public wished to raise concern about the lack of publication around meetings. It was noted the agendas were on the Noticeboard in Wallace Square and on the Twon Council website.

One member of public wished to ask about a collaboration about Broadstone Town Council and Broadstone in Bloom. It was noted there is strong desire that the Town Council wish to support Broadstone in Bloom

ACTION: PO to add the proposed creation of a working party to support collaboration between Broadstone in Bloom and Broadstone Town Council to the next Community Services Committee meeting agenda.

0926-1. 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.

0926-2. APOLOGIES FOR ABSENCE.

Apologies were received from Cllr O'Neil & Cllr Slade for business reasons, Cllr Maxey for personal reasons and accepted by all. It was also noted Cllr Walls will join during the meeting.

RESOLVE: Congratulations were given to the Maxey family on the birth of their first Grandchild.

0926-3. PREVIOUS MEETING MINUTES

The minutes from the Community Services Committee meeting held on 25th August 2026 were approved and signed as a correct record the meeting. (LGA 1972, SCHEDULE 12, PARA 41(1))

Proposed Cllr Sidaway

Seconded Cllr Brooke

RESOLVED/ACTION: The minutes from the full council meeting held on 25th August 2026 were approved and signed as a correct record the meeting. Clerk to place a copy in the library.

0926-4. COMMUNITY PROJECTS

- a. New projects and proposals.

1. School Crossing Patrol Officer.

ACTION: Cllr Sidaway as Ward Councillor agreed to contact BCP Council to confirm the position of the Broadstone School Patrol Crossing Officer and report back.

b. Existing project update.

1. Branding

An update was given noting copyright has been received from the original creator.

The following changes were discussed:

1. To make the stream one blue line not two.
2. To remove the grass on either side of the tree
3. To remove the lower couple of branches from the Monkey Puzzle Tree and to make the remaining branches smooth.
4. To extend the Broadstone Town Council text to come outside the circle.

RESOLVED / ACTION: Cllr Sidaway will re-draw the logo with the changes above and report back. Cllr Elkins will look at the re-draw to ensure the logo could be carved to ensure it is suitable for benches and other assets.

2. Busk Stop

Proposed Cllr Elkins

Seconded Cllr Sidaway

RESOLVED / ACTIONS: To approve the introduction of a Busk Stop project in Wallace Square, offering two performance slots each Saturday morning. The initiative follows feedback received through the residents' survey.

- PO to contact the landlord of Wallace Square (M&S) to seek permission for the Busk Stop to be established.
 - PO to work with the current website provider to develop a booking system for the Town Council website.
 - Cllr Elkins to produce a Busk Stop sign if permission is granted from the landlord.
- Artists to be advised that, as the event is taking place on private land, a licence may not be required for products to be sold as part of their performance. The Events Team has previously been consulted by Cllr Sidway as Ward Councillor and advised that a licence was unlikely to be required, but suggested checking with the Licensing Team. Cllr Sidway to contact the Licensing Team to confirm the position.

Target: To have the Busk Stop in place for Spring 2027

3. Cemetery Noticeboard

It was reported that the notice board had originally been taken down by Broadstone Neighbourhood Forum. Cemetery Services subsequently advised that a replacement would cost in excess of £2,000. Following work undertaken by Cllr Elkins, the existing noticeboard has instead been repaired at a cost of less than £70. Before-and-after photographs were noted of the work completed.

Thanks were expressed to Cllr Elkins for undertaking the repair work.

ACTION: PO to publicise the successful repair, highlighting the significant saving achieved compared with the cost of a replacement.

Cllr Walls joined the meeting.

4. Christmas Lights

Fours quotes were submitted before the meeting and discussed, it was noted there was a £10,000 under charge from BCP in relation to the Elections, so this money could be used to enhance the current Christmas light budget.

Proposed Cllr Sidaway

Seconded Cllr Walls

RESOLVED/ACTION: PO to place an order with Contractor 1 for:

- lights for the two trees at the eastern end of the Broadway.
- lights for the Money Puzzle tree; and
- Ten artificial Christmas trees with lights to match, to be positioned along the Broadway.

It was noted that motifs had originally been discussed. PO will therefore seek to remove the ten artificial trees with lights from the order, if possible, and establish whether an alternative arrangement can be provided.

PO has delegated authority to place the order, including the artificial trees, should it not be possible to achieve a substantial reduction in cost.

PO to prepare a press release explaining the anticipated cost savings and value of the Christmas lighting scheme over the next three years. The press release should explain the reduced election recharge this year, and the opportunity next year to consider upgrading the scheme, including the potential introduction of street-lighting motifs. The communication should also highlight the Council's intention to support Broadstone businesses and the Broadstone Christmas Market, and the wider benefit of attracting visitors and supporting the local economy. The three-year cost should be compared with the cost of purchasing the equivalent equipment outright, considering installation, removal, and storage costs.

5. Community Orchard.

It was noted that a response from BCP Council was still awaited.

6. Community Survey.

ACTION. PO to add Survey Report to Facebook and website.

7. "Friends Of" Agreement & Pledge

Proposed: Cllr Sidaway

Seconded: Cllr Elkins

RESOLVED / ACTION: The Friends of agreement and pledge were approved as submitted. PO to prepare an article for the Council's Facebook page and website encouraging residents and community groups to consider establishing a "Friends of" group. The article should highlight the benefits of joining Broadstone Town Council's Friends of scheme, including the ability to benefit from the Town Council's insurance cover.

8. Defibrillator

This item was postponed to the October meeting.

ACTION: PO to add to October agenda.

9. Pocket Park

Cllr Brooke noted he is currently researching information for the information board. Cllr Elkins agreed to investigate historic photographs of the area.

ACTION: Cllr Brooke to message the PO with questions for BCP.

10. Remembrance Day Flags

Proposed: Cllr Sidaway

Seconded: Cllr Brooke

RESOLVED / ACTION: PO to purchase fifteen 5 x 3ft Lest We Forget flags.

To create a Flag Working Party to include current volunteers consisting of Cllr Elkins, Cllr Tebbs, Cllr Walls, and the current flag volunteers. Cllr Sidaway to talk to current volunteers.

11. Springdale Park

RESOLVED / ACTION: Cllr Elkins and Cllr O'Neil to draft a report to set out the possible plan and phases.

12. Use our Loo Scheme.

A copy of the Use out Loo Scheme Location table, map & Service Level Agreement was submitted before the meeting and discussed.

Proposed: Cllr Tebbs

Seconded: Cllr Elkins

a. Location Table

RESOLVED / ACTION: It was agreed to approve the location table once Cllr Tebbs has confirmed the final list of shops participating in the scheme.

Sign:

Chairman: Cllr Sidaway

Date: 8th June 2026

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b. Map
RESOLVED / ACTION To approve the concept of the map. Cllr Tebbs to re-draw and bring back to Council. Once approved to place a copy of the map in the noticeboards, library and on Facebook and the Council's website.

c. Service Level Agreement
RESOLVED / ACTION: PO to prepare a news article highlighting the cost of reopening the former public toilet block compared with the approved scheme, and the convenience of having a wider range of toilet facilities available across the Broadway and surrounding area.
ACTION: Cllr Elkins to design a leaflet explaining the Safe Zone scheme and its benefits. The leaflet will be distributed to local businesses in advance of Cllr Tebbs and Cllr Walls approaching shop owners to discuss the Use of Loo Scheme and establish whether they would be interested in participating in either or both schemes.

0926-5. CORRESPONDENCE
No correspondence was noted.

0926-6. NEXT MEETING.

b. Next meeting: 27th October 2026, 12.30pm, St John's Church North Reach Annex.
The meeting ended at 14.20