

BROADSTONE TOWN COUNCIL

Minutes of Broadstone Town Council held on Monday 7th September 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 **P Slade**, Cllr **Tebbs** & Cllr **Walls**

ALSO IN ATTENDANCE:

Michelle **Harrington** (Proper Officer)

ABSENT:

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PUBLIC SESSION

Nine members of public was present.

Members of the public raised matters relating to the possible use of the library, the Council's expenditure and staffing. The points raised were responded to by Members.

0926-1. **DECLARATIONS OF INTEREST AND DISPENSATIONS RELATING TO ITEMS ON THE AGENDA**

a. Cllr Brooke, Cllr Elkins, Cllr O'Neil & Cllr Sidaway noted they were former members of the Broadstone Neighbourhood Forum.

Cllr Brooke noted he was a former member of the Bournemouth Airport Consultative Committee.

No further declaration was made. NB this does not preclude any later declarations.

b. No dispensation was confirmed or requested in respect of the discussion items.

0926-2. **APOLOGIES FOR ABSENCE**

No apologies were received as all Councillors were present.

0926-3. **PREVIOUS MEETING MINUTES**

The minutes from the full council meeting held on Monday 10th August 2026 were approved and signed as a correct record the meeting. (LGA 1972, SCHEDULE 12, PARA 41(1))

Proposed Cllr O'Neil

Seconded Cllr Brooke

RESOLVED: The minutes from the full council meeting held on Monday 10th August 2026 were approved and signed as a correct record the meeting.

0926-4. **BOURNEMOUTH, CHRISTCHURCH & POOLE (BCP) COUNCILLORS REPORT.**

A verbal update was provided by BCP Ward Councillor Sidaway. An update was given on the Dunyeats Road matter, noting the submission of Cllr Sidaway's report to BCP Council. BCP Council are expected to consider the options internally and provide further information to the Ward Councillors.

ACTION: Proper Officer (PO) to ensure the report is on the website, linked on social media plus a hard copy in the library.

0926-5.

BRANDING

A report was submitted before the meeting showing concept and design ideas from Members of Public in respect of new branding for Broadstone Town Council. The Councillors each voted for their favourite design. The logo which received the most votes was then discussed.

RESOLVED / ACTION:

- a. To approve the concept design number 3. With the following possible changes. Change the stylised tree to a stylised Monkey Puzzle Tree. Remove the fields and water and replace with a stylized representation of the Blackwater Stream. To change the colour of the five people to be different colours. (i.e. not two purple). To incorporate Broadstone Town Council similar to concept 4 rather than being placed underneath. To add Est 2026 similar to concept 2 into the logo



- b. That the designer be asked whether they are willing to implement the above changes. PO to contact designer.
- c. That the redesigned logo be brought back to the Community Services Committee or Full Council committee, whichever is soonest after the changes have been made to the logo. PO to add to the next relevant agenda.
- d. That a strapline be considered at a Full Council meeting when necessary. PO to add to a future Full Council meeting agenda.
- e. That branding colours be agreed at a later meeting. PO to add to a future Full Council meeting agenda.

0926-6.

RESIDENTS SURVEY

A report was submitted before the meeting this was discussed.

Proposed Cllr Sidaway

Seconded Cllr O'Neil

RESOLVED / ACTION: Agreed to publish the residents survey report. PO to add to the Finance and Governance committee agenda for discussion regarding earmarked reserve. PO to add to the Community Services Committee agenda for discussion regarding projects the Council may wish to undertake. PO to add Survey review to February 2028 Full Council agenda to discuss a re-survey. PO to post report on the Council website, link from social media to the website, plus add a copy to the library folder.

0926-7.

BROADSTONE NEIGHBOURHOOD FORUM AWARD

A report was submitted before the meeting regarding a Broadstone Neighbourhood Forum Award, this was discussed.

Proposed Cllr Sidaway

Seconded Cllr Elkins.

RESOLVED / ACTION: That £618.13 be held in a designated reserve for three years, with two £100 awards made annually. Broadstone Town Council to compile potential nominees, with the former Forum Trustees selecting the recipients for the first three years. PO to add an item to the Community Services Committee agenda to discuss the nomination process for the awards.

0926-8. CORRESPONDENCE

One item was received in relation to the closure of the footpath by Nat West bank.

RESOLVED: Cllr Sidaway agreed to take this matter on as the BCP Ward Councillor.

0926-9. BOURNEMOUTH AIRPORT CONSULTATIVE COMMITTEE

A report was submitted before the meeting, by the previous liaison officer explaining the liaison role.

Proposed Cllr Sidaway

Seconded Cllr Brooke

RESOLVED / ACTION:

- That Jennifer Hudson be retained as the Broadstone liaison.
- That she be asked to provide a report following each Committee meeting.
- That any questions arising be passed to her and, where appropriate, she be invited to present them to the Committee.
- That Jennifer Hudson be invited to attend the next Full Council meeting to discuss the liaison role.

0926-10. PROPER OFFICER REPORT

A report was submitted before the meeting noting:

- General Administration: Routine administration and Council support continue.
- Website: The website migration to WordPress is complete, with final updates ongoing.
- Groundsman/Caretaker: Tim Lee has been appointed as the self-employed Groundsman/Caretaker. Reviews will take place at six and twelve months.
- Allotments: Inspections and tenancy agreement distribution continue. Water troughs and access routes are under review. Tree and vegetation works have been approved, subject to any required permissions.
- Community Centre: Initial discussions with BCP Council regarding a potential Community Asset Transfer are ongoing. Noting the current tenants have a whole building lease agreement.
- Dunyeats Road/Tudor Road: Feedback from the public drop-in sessions has been collated and provided to BCP Ward Councillors. BCP Council remains the Highways Authority.
- Residents' Survey: The survey has been completed and responses analysed.
- Councillor Training: DAPTC online training is available, with two in-person sessions being arranged. BCP planning training is also being explored.
- Policies and Governance: Further policies and governance documents are being developed. The Safeguarding Policy has been approved.
- Former Charter Trustee Assets: Poole Town Council has been asked to notify BTC before disposing of any former Charter Trustee assets.
- Communications: Website and social media channels continue to be used for resident engagement and Council communications.

0926-11. COMMITTEE REPORTS

A verbal update from each Committee Chairman was given.

a. Community Services

A verbal update from the Community Services Committee Chairman was received and the following was noted.

- Work on defibrillators and the maintenance status continues by Cllr Sidaway
- The PO, Cllr Sidaway and Cllr Brooke, continue to work to ensure the Remembrance Day Parade continues, and the option of flags is being investigated.
- The PO is looking to create a bench policy with Cllr Brooke. C

- Cllr Maxey is investigating grant options to establish a Community Orchard whilst the PO works with BCP Council to open dialogue in relation to the possible location of the orchard.
- Safe Zones: The PO created a Service Level Agreement which was approved by the Committee pending the addition of the logo.
- The PO is working to establish a newsletter.
- The Councillors and PO continue to establish a plan regarding what level of acknowledgement the Town Council wishes to acknowledge events.

b. Finance & Governance

A verbal update from the Finance and Governance Committee Chairman was received and the following was noted.

- The committee each month check the bank balance and signed off expenditure.
- Approved the PO to open a savings account with Redwood Bank to hold long term reserves.
- Considered grant applications and awarded funding of £300 to the Broadstone Business Group and £500 to the Chitter Chatter Club.
- That the Use our Loo project be financially supported to enable the project to progress.
- It was agreed that allotment fees for 2027/28 remain at the same level as those set for 2026/27.

c. Planning, Highways & Licensing

A verbal update from the Planning, Highways and Licensing Committee Chairman was received and the following was noted.

- No licensing or new highway matters were raised.
- Several applications were discussed at the committee meeting, of which the committee had issues with one application. We accepted the principal of a new home, but not the design. The PO wrote and submitted a response to BCP Council in line with the discussions held.

0926-12. NEXT MEETING.

a. Meeting date, time and location confirmation

Full Council – Monday 12th October 2026 at 18:30

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

b. Items over and above the standard items.

ACTION: PO to add BCP Local Plan update to the next full council agenda.

c. Bi-Monthly Full Council meeting:

Proposed Cllr Sidaway

Seconded Cllr Walls

RESOLVED / ACTION: To move the Full Council meetings to Bi-Monthly with the next meeting scheduled for October then December. PO to change the venue booking.

The meeting ended at 19.49

