



Report to: Broadclyst Parish Council

Date of Meeting: 7th August 2017

Agenda item: 17/143ii

Subject: Monthly update

Purpose of report: To update Council on regular bookings, causal hire, maintenance, staffing and any other issues as they arise.

Recommendation:

- i. that that report be noted
- ii. that any interim actions which have taken place under Officer delegation be noted
- iii. that any recommendations made be considered and a resolution reached in relation to each recommendation

Financial implications: the Pavilions is Council's biggest asset; its upkeep and operation is also one of the Council's largest areas of expenditure. Council needs to be aware of its current level of operation as well as considering issues as soon as they arise.

Legal implications: a Local Council may execute any works including works of maintenance or improvement in relation to any parish property (Clayden, 2013). The Council has a duty to take such care as in all the circumstances of the case is reasonable, to "see that the visitor will be reasonably safe in using the premises for the purposes for which he is invited or permitted by the occupier to be there"¹. As the Occupier, the Council is also reasonably expected to offer protection to trespassers ²

Equalities impact: Low

Risk: Given that the premises are frequently used by children who are expected to be more vulnerable and less able to perceive risk and understand notices, Council should guard against risk by ensuring the premises are fit for purpose at all times, with a system for reporting defects and clear delegation to enable repairs to be enacted as soon as practicable.

Link to Council Action Plan: Demonstrating excellent governance in managing the business and finances of the Council through regular monitoring and sound internal control procedures; Safe and efficient arrangements to safeguard public money; Control and management of parish public finances

Report detail:

Following on from a busy June; we saw July start off in the same manner with Broadclyst Football Club hosting an all-day Junior tournament ending with a friendly match against our visiting French counterparts and social BBQ; followed the next day by Exeter British Motorcycle Club using the Pavilion as a start and finish point for their Classic bike Exe Valley run which attracted 82 bikes and riders.

This is the clubs fourth year to use us as a base and have already booked for next year.

¹ Occupiers Liability Act, 1957, s 2 (2)

² Occupiers Liability Act 1984; Tomlinson v Congleton Borough Council [2003] UKHL 47

We've also assisted the Primary School with Sports Day as well as hiring out the facilities to a local business for their end of season employee's party and to a local family to help celebrate a christening. Towards the end of the month both Little Angels and Broadclyst Toddlers plan to use the field for fun, games and family picnic's (wet weather contingency - inside Pavilions) and we also see two local group committee's using the facilities to host meetings.

Finance:

Deposits paid in since last report.

30/06/17 - cheque £129.50 Crafters (Mar/April); cheque £1,600.00 Bowls Fee

08/07/17 - cheque £360.00 Clyst Honiton PC

24/07/17 – mixed deposit: cash £50 private hire; cheque £129.50 crafters (May/June)

This concludes my report to Council.

Helen Cutting

Broadclyst Parish Council Administrator

31 July 2017