

CLERKS REPORT - PAVILIONS

Report to: Broadclyst Parish Council

Date of Meeting: 4th December 2017

Agenda item: 17/213ii

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 trespassers²

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

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

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

REPORT DETAIL:

This month the main usage has been by our normal groups with the addition of committee meeting for both Broadclyst Bowls and Broadclyst FC and a princess dance party.

The SPMC also held their last meeting of the year; draft minutes attached.

BANKING

Payments made into the PC account since last report:

31/10/17 - Broadclyst Allotment Association chq - £20.00 room rental
 Broadclyst Allotment Association chq - £300.00 ground rent
 Mike Ebdon chq - £20.00 room rent
 Clyst Honiton PC chq - £720.00
 Total = £1060.00

11/11/2017 - Private Party cash - £20.00 room rent

Total Payments = £1,080.00

This concludes my report to Council.

Helen Cutting
Broadclyst Parish Council Administrator
01 December 2017