

ADMINISTRATORS REPORT – PAVILIONS

Report to: Broadclyst Parish Council

Date of Meeting: Monday 5th August 2019

Agenda item: 19/114ii

Subject: Monthly update

Purpose of report: To update Council on regular bookings, casual 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 there¹". 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:

Payments made into the Parish account in June 2019:

30/07/19 – Cash £120.00 Toddlers summer invoice payment

Cheque - £10.00 Little Angels 12/07/19

£20.00 Broadclyst Allotment room rental 21/07/2019

£1800.00 Broadclyst Bowls Club 2019 season.

Total: £1,950

July saw the end of term for a lot of our regular groups. Sadly our Friday group Broadclyst Rainbows will not be returning in September as they have moved onto a larger venue; youth club will run through most of the summer along with the crafters and bowls.

July also saw our facilities used for Broadclyst Primary School sports day; provided the base for this year's Classic Bike Rally; Broadclyst Football Club Tournament and hosted the Broadclyst Allotments meeting, as well as helping out Little Angels when they couldn't use their usual rooms.

This concludes my report to Council.

Helen Cutting

Broadclyst Parish Council Administrator

30 July 2019