

ADMINISTRATORS REPORT – PAVILIONS

Report to: Broadclyst Parish Council

Date of Meeting: Monday 2nd September 2019

Agenda item: 19/131ii

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:

No payments in cash or cheque have been paid into the Parish account in the month of August 2019.

August is a relatively quiet month at the Pavilions, Broadclyst Bowls had a couple of rearranged midweek matches, as well as a social event; the YMCA youth club held two summer sessions and the club will restart officially on 4th September. In addition, the Pavilions was the venue for a wedding reception, for a lovely local couple who got married in Vegas and where looking for a venue to hold a not so formal after party, they hired the facility for the whole day and then came back to tidy up the following day.

With the start of school on 4th September we see our term time groups all return by Friday 13th September 2019

This concludes my report to Council.

Helen Cutting
Broadclyst Parish Council Administrator
27 August 2019