

Clerks Report for January 2023 meeting

1. Pavilions and sports pitches update.

- a. The infrared ceiling panel heaters have been installed and we await their inaugural usage to report on effectiveness.
- b. The switch to the new energy supplier has been completed.
- c. Football has re-started after the Christmas break, through it the weather has not been favourable. The summer pitch maintenance on the Broadclyst pitch has proven to have been effective as the pitch drains well with minimal standing water, enabling play to continue when most fixtures across the area have had to be cancelled. The Summer 2023 football tournament is being planned, as are the two school sports days.
- d. Strimmers and mowers are being serviced through the winter months.
- e. Fire extinguishers across all sites have been serviced.

2. Food bank

- a. We are very grateful to Tesco Tiverton for their generous donation of Christmas hamper goodies; to Tesco Exeter Vale for their donations of surplus stock; and to Tesco Cullompton, Westclyst Co-Op, and Broadclyst Village Stores for their ongoing support. Special mention and thanks must also go to DHL Exeter and Trinity Fire and Security Systems Ltd for their generous donation of goods, as it must to the very kind monetary donations we received.
- b. Usage has increased much in line with what we anticipated, with a rise in one-off emergency food parcels being issued from our holding stock of Trussel Trust parcels. To respond to the rising demand and to make best use of our stock, we have split the deliveries into areas, with each area receiving 1 delivery per week.
- c. We were able to pick up additional stainless-steel tables from an auction; although they don't match, they are not damaged and are completely functional.
- d. One of the issues last summer when it was very hot, was having enough fridge space to store produce to maximise shelf life. Fridges and freezers were working very hard in the hot weather, further generating heat and thus creating a vicious circle. A refrigerated and insulated 20 ft shipping container has been identified, although at the time of writing a deal has not been finalised so a total cost is not available. **Recommendation:** to resolve to authorise payment of up to £4,000 for the purchase, delivery, and installation of a cold store and to delegate to the Clerk to complete.
- e. Recruitment for the post of Community Connector / Food Bank Manager will commence in February.

3. Street lights

There have been issues with various street lights in Broadclyst and Westclyst not working. Tracking down ownership and responsibility for the lights has proven something of a challenge.

4. Flooding and highways

- a. Through the winter we have had the normal seasonal fluvial flooding at the Fords, Burrow, Columnjohn and other usual hotspots. Traffic flow has been disrupted on a few occasions; motorists mainly coped well and noted the information on social media and signage on the approach.
- b. On Station Road, the more significant issue has been related to the pooling of surface water / field run off near Beggars Bush / the Community Farm. The drainage system has since been jetted and at the time of writing this report, is coping with the capacity. Some damage to the road surface has occurred; a repair has been requested (it is too big for us to do).
- c. The roadworks at Westclyst that have been with us since September were completed just before Christmas. There were a few issues during the course of the

works but these were swiftly remedied and we extend thanks to the gang on site who were very amenable and considerate.

- d. At the time of writing, work has just commenced in Venny Bridge / Pinhoe to install the access for the new Lidl supermarket. The phasing on the 4-way lights was not manually controlled which resulted in gridlock, very long queues, and increased demand on the surrounding highways network as traffic sought alternative routes. Thanks are extended to Devon County Highways Officers and the respective Broadclyst and Pinhoe Divisions County Members for their swift responses to the many complaints and for trying to work with the developers to identify additional mitigation for the impact of the works.

5. CIL spend

The two bus stops on Tithebarn Way have been installed this autumn, and seem to be getting good use. The invoice has been received and these shelters will be paid for with the Council's CIL money.

In accordance with legislative requirements, the annual CIL spend is published on the councils website.

6. Tithebarn Sports Pitches and Pavilions

The Chairman and Clerk attended a meeting with EDDC Planners and Persimmon regarding the provision of sports pitches and a pavilion on the Tithebarn green development.

Although the provision comprises land in both the Tithebarn and Mosshayne site; it would make sense for all pitches to be managed as one facility. The preference is for this to be done by the Parish Council rather than a Management Company. The transfer of these community assets along with a commuted sum to the parish council is for further and detailed consideration; however, as it is likely to be offered to the parish, agreement in principle to continue discussion is sought, enabling input into the design, layout, and specification of the facility.

7. Coronation King Charles III

The budget allocates a one-off grant funding pot of £5,000 for community groups who want to organise an event to celebrate the Coronation of the King. Application forms will be available from the parish office and an article advertising the fund, how to apply, and the deadline will be emailed direct to all community groups and published on social media. There is a tight timeframe for determining applications and these will need to be agreed with the recognition that groups may need to book entertainment / catering etc in advance due to demand.

Recommended timeframe:

Application deadline: 24.02.2022

Officer consideration: 27.02.2022

Council consideration: 06.03.2022

Grant award letters sent out by 10.03.2022

Recommended additions to grant policy for this grant funding:

Cap of £500 per application; one application per community group.

Council reserves the right to increase the initial award, subject to availability of funds

Events must be fully inclusive and free for all to attend

Events must be publicly advertised across the community, including via the Parish Council website.

Recommendation: for the council to agree the timeframe and additions to the grant application process.

8. Sports pitch and works storage space

In November 2021, we identified an area next to the tennis court hut that is currently 'dead land' to look at putting a small (10' x 10') shed there. This is to store pitch and maintenance

equipment. A concern was raised by a Holly Close resident, as to impact on the view from their property, so the space between the existing shed at the Pavilions and the fence is an alternative area now presented to Council for consideration.

In line with Council's Financial Regulation 11.1.h, 3 quotes have been obtained for the same specification shed: 2 to provide and deliver, 1 to provide, deliver, and install.

Recommendation:

- a. that the Chairman proposes council resolves to go to Part B (exclusion of press and public) due to the contractual nature of business to discuss, so that council can receive quotes.
 - b. That the council agrees to accept one of the quotes, and to agree from where in the budget this will be funded (current year allocation &/or reserves fund).
9. Post boxes

We requested the installation of 4 new post boxes to facilitate the new development in the Exeter EX1 3**. The process is long and arduous, and in April 2022 we were informed that 3 of the 4 sites were recommended to the Royal Mail Collections Team for their approval. We received the following feedback in relation to the 4th (anticipated to be sited on/near the Local Centre at Tithebarn)

"The developer has forwarded us a copy of the proposed site plan but has advised there is no confirmed delivery programme for the development at this time.

Since there is currently no programme schedule for this development, we are closing our file and would request that you please submit a further enquiry to Royal Mail requesting a post box installation at this location once the development works are nearing completion."

Two of the three other jobs are being currently addressed:

-Installation of Lamp Pedestal Box on the corner of Tithebarn Way/Stone Barton Road, Exeter EX1 3TS

-Installation of Lamp Pedestal Box beside the footpath on Old Park Avenue, opposite Seldon Crescent, Westclyst Exeter EX1 3YG

Both above installation requests have been approved by the Royal Mail Collections Team and are currently awaiting the return of a signed Works Licence Agreement from the landowner to give permission for the Royal Mail engineer to access the land to complete the works.

The third request, being WO No. 3658605 – Installation of Lamp Pedestal Box at the junction of Hawkins Road and Killgannon Gardens, Westclyst, Exeter EX1 3WP, was unfortunately denied by the Royal Mail Collections Team due to the existing number of post box facilities within close proximity of the suggested location.

This concludes my report to council.

Angie Hurren.

Broadclyst Parish Clerk & RFO

13.01.2023