

CLERKS REPORT FOR 07 JULY 2025

Updates on previous matters in blue, items 1-7

1. Westclyst allotments (Bloor Homes site):

As previously reported, Bloor is ready to transfer the allotments and raised beds to the Parish Council, with conveyance plans for the Food Growing Area being drawn up and the first draft with council's solicitors for review/comment.

The timeframe for transfer in Spring 2025, subject to legals, remains in place.

Bloor Homes has agreed to pay Council's legal fees up to a cap of £2,000, for which we are most appreciative and grateful.

Update: two queries have been raised in the draft Transfer document relating to access rights to the allotments over retained land adjacent to the allotments, and access to underground services. The queries have been passed back to our solicitor for clarification.

02.06.25 There has been no progress on this matter.

07.07.25 The two queries have been resolved in principle and the draft deed of transfer amended accordingly; a plan of underground services is awaited (solicitor chasing 26.06.25).

10.07.25

06.08.25 Further query around the designation of #3 parking spaces for the food growing area.

Transfer paused whilst we liaise with Planning.

01.09.25 All queries and plans signed off by legal; instruction to proceed with completion issued

06.10.25 [No further update – with legal.](#)

2. Station Road bridge.

DCC officers have been looking at the perennial question of the bridge over the railway line at Broadclyst Station. None of the more significant proposals seem to be viable. They would support "Clear vegetation and replace/reset signs, while also reviewing the fencing". The Neighbourhood Highways officer has requested proposals for vegetation, signs, and fencing improvements.

Residents to the north of the bridge have received a letter inviting them to add their thoughts. They have contacted the office and are keen to meet on site with DCC Highways engineers. We are in the process of determining various landowners on the south side of the bridge.

Update: some vegetation has already been cleared by a resident which has considerably opened the view. Now elections are out of the way, we will arrange a site meeting.

01.09.25 There has been no progress on this matter due to workload and holiday. It is noted that some construction is taking place to the side of the row of houses.

06.10.25 [No further progress](#)

3. Council insurance

The policy with A J Gallagher has been renewed. Cyber cover and cyber audit are currently being progressed, but this work is not complete.

07.07.25 in progress

01.09.25 & 06.10.25 No further progress

4. Red Lion cobbles

An agenda item was requested regarding ownership and maintenance of the cobbled area outside the Red Lion. It has been confirmed that the access road is an adopted highway; however, unless there are any safety defects, there is no budget for any works.

Previous resolution: to ask County Councillors if they can take this forward to see if there are any other ways it could be maintained, and to check with EDDC Conservation to see if there are any statutory protections for the cobbles.

07.07.25 EDDC Conservation Officer has said: "The cobbles aren't included in the listing for the pub as listing covers built structures such as the listed building itself, boundary walls, and any outbuildings or structures, but not surfaces. Looking at the Land Registry outline, it appears that the curtilage of the pub doesn't extend into this lane so there's no apparent association with it either."

01.09.25 Further to the council resolution to investigate listing, an email was sent to DCC Highways on 28.07.25 to ask how a downgrade of the area can be initiated. No response at the time of finalising this update (22.08.25).

06.10.25 No further update on either the listing or how to initiate a downgrade.

5. Broadclyst Car Park

Following a request from Cllr L Straw, the deterioration of the surface of the car park was reported to EDDC on 17th May 2025, ref. FS-Case-715473232.

07.07.25 The car park surface matter raised by Cllr L Straw has expanded into a wider conversation, including the provision of EV charging spaces and the proposal to change existing disabled bays into EV bays. It is important to ensure that any reduction in accessible parking provision does not disproportionately disadvantage disabled users.

Previous recommendation: to engage with EDDC to make sure any group of car park users are not disadvantaged.

01.09.2025 Update on the resolutions made in the 7th July meeting in a parallel agenda item (25/119):

Action	Status	Notes
a. To instruct council's solicitor to write to EDDC re breach of DDA /Equalities Act	Started	Solicitors instructed. Update from solicitor in closed session
b. To write to EDDC to enter negotiations to take on the car park, subject to the issues with surface and wall being sorted	Started	Initiated with solicitor following council resolution 01.09.25 to proceed.
c. To go out to tender for quotes to fix the surface	Not started	

6. Tithebarn Community Defibrillator

06.10.25 Progress covered in Assistant Clerk (GC) report.

Confirm the £500 from Tesco has been received from the Tithebarn Residents Association.

7. Pavilions Fire Compliance.

A periodic review of the FRA at the Pavilions has been undertaken. It has highlighted remedial work that is required to bring the building in line with current legislation. A quote was agreed 01.09.25 and [work is underway](#).

New Items

8. Grant policy – alcohol.

A review of council's grant awarding policy has been undertaken following a challenge by an applicant. The purchase of alcohol with public money has never been something that has been knowingly permitted, but the current grant awarding policy does not clearly state this. Where VIPs have provided alcohol at events which have been supported by community grant funding, it has always been purchased using donations or other monies. Receipts of spend submitted as end-of-grant reporting have verified this.

A re-worded grant policy is presented to council for approval (Min Ref 25/153iii a).

9. Westclyst pitch condition (moved from summer football training into 'new matters').

The following was agreed (01.09.25 update):

- Nick Garlick from Devon FA to be invited to look at Westclyst pitch and advise on forward works and any funding. Andy (Parish groundsman) to attend meeting if possible.
- We will get it rolled 3-4 times as soon as we have enough rain for it to be effective.

Update 06.10.2025

a. Pitch condition / funding

Following from above, and following conversations with the school, the external funding via the FA is the same as council discussed previously (Pitch Power) and rejected as the agreement required a 5-year part-funding commitment and was restricted to the use of external approved contractors only.

The Primary School has expressed intent to go down this route; a meeting has been requested as the council has already rejected this funding route.

b. Pitch type suitability

There are ongoing significant operational issues with the shared use pitch at Westclyst. What has transpired though is whether the approved specification was appropriate in the first place, as a Sport England Type 2 Pitch has a recommended use of "4 hours per week for a well-maintained pitch." It probably has around 15hrs+ a week use and despite being a relatively new facility, the pitch is showing early signs of failure:

- Drainage is not coping
- Surface is compacted and uneven
- Heavy wear in key playing areas.

There is potential debate around why a Sport England Type 2 Pitch was agreed as an appropriate spec for a shared use pitch in the first place. The original company who installed the pitch has been contacted for a discussion around how the pitch can be improved to be suitable for the level of use.

There is no recommendation at present as there are no indications of feasibility or costs.

10. Fencing works (BMX southern hedge).

Following council's delegation to the clerk to spend up to £3k on fencing made 01.09.2025 (Min ref. 25/134iii), we have been working with EDDC Arboriculture Officers and the National Trust to reach the best solution. It has been recommended by and EDDC Arbo-culturalist that a better solution could be achieved through planting of a natural hedge of blackthorn / hawthorn. A site meeting is schedule for later in October which will help shape the preferred way forward.

NB: There are no recommendations this month for discussion/approval.

This concludes my report to Council.

Angie Hurren BEM
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Fellow SLCC
Broadclyst Parish Council Clerk

Summer working hours: Mon-Thurs 07:30-17:15hrs.