

Issue date: 6th January 2026
Meeting Date: 12th January 2026
Meeting Time: 19:15hrs
Meeting Venue: Broadclyst Sports Pavilion, Holly Close, EX5 3JB
Agenda issued by: Angie Hurren, Parish Clerk
Contact number: 01392 360269
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To:
 Broadclyst Parish Council Event Committee Members (Cllrs Keeping, Massey, Pepper, Veliyeth)
For information:
 All Broadclyst Parish Councillors
 Press and Public
 Broadclyst County Division Members: Cllr Gent, Cllr Vanstone

Broadclyst Parish Council Events Committee Meeting

There was an Event Committee meeting of Broadclyst Parish Council on Monday 12th January 2026 at 19:15hrs at Broadclyst Sports Pavilion, Holly Close, Broadclyst, EX5 3JB, for the purpose of transacting the following business:

Minutes (Draft)

E26/001 OPEN MEETING; ATTENDANCE RECORD

- i. The Chairman opened the meeting at 19:15hrs.
- ii. **Present:** Members present were recorded as Cllr Pepper (Chairman), Cllr Keeping, and Cllr Rylance for Cllr Veliyeth (nominated in accordance with Standing Orders).
- iii. **Apologies:** The committee accepted apologies from Cllr Massey and Veliyeth.

E26/002 DISCLOSABLE PECUNIARY INTERESTS

There were no new DPIs or requests for dispensations.

E26/003 PUBLIC SESSION

There were no questions from members of public. None present.

E26/004 TERMS OF REFERENCE FOR EVENTS COMMITTEE

The committee received and noted the Terms of Reference for the Events Committee.

E26/005 TO REVIEW 2025 EVENTS

The Committee reviewed council-delivered community events that took place within the parish during 2025, which comprised Broadclyst Fun Day; the Tithebarn 'Free Family Fun Day', and the Westclyst 'Annual Faily Fun Day'.

The differences between the events were noted, including the availability of suitable outdoor and indoor space, parking, local demography, community involvement, and community leadership.

It was agreed that the 3 events each offered something different although the common themes and ethos was very similar. It was agreed that the new layout of the Broadclyst Fun Day worked well and had received positive feedback both on the day and after the event.

Broadclyst Fun Day, as a long-established and well-known event, well-supported by community groups and drawing attendance from a wider area, raised a record £8,000 which was returned to the community. Footfall is difficult to estimate, but the field looked busier

than ever.

The two events at Tithebarn and Westclyst provided an afternoon of free entertainment for local residents, raising £204.94 for Children's South West Hospice and £370.29 for Breast Cancer Now respectively in charitable donations.

E26/006 TO DETERMINE EVENTS FOR 2026

The committee discussed community events to take place within the parish during 2026, noting a potential issue that the Westclyst sports pitch may be having refurb works through the summer and not be available.

Alternative venues at Westclyst were considered, including the school top field, the swale. and the Country Park on the Bloor estate. There are various issues with each, none of which are insurmountable.

The impact of Martin's Law, which comes into effect in 2027, on community events was considered. The most recent guidance suggests un-ticketed events will be exempt; however, good practice will require recognition of Martin's Law principles in event RAs.

The relocation of Broadclyst Fun Day to a central location to make one joint event with Westclyst was considered, with Old Park Farm and Poltimore House as potential venues with sufficient outdoor space and parking.

RESOLUTION: It was proposed by Cllr Pepper, seconded by Cllr Rylance, and agreed unanimously to pursue initial enquiries with Old Park Farm and Poltimore House and report back to Committee – delegation to the clerk.

It was noted that Tithebarn Residents Association has stated it will be running a community event in the summer of 2026. This follows a successful Advent Trail and Festive Carols in December 2025.

Broadclyst Parish Council will offer support and advice as required but it does not seem that the Parish Council will be required in a delivery capacity. This shows a wonderful sense of community spirit, pride, and ownership – well done to those who step forward to deliver the event(s) in Tithebarn this year.

E26/007 CLOSE OF MEETING

The meeting closed at 20:35hrs

Signed:

Print:

Date:

**ALL DOCUMENTS ARE AVAILABLE IN LARGE PRINT BY
REQUEST**