

Broadclyst Parish Council Clerk's Report

For: 1 June 2026

Purpose of report

- To update Members on operational matters previously reported to Council.

NB:

- Historical background to long-running matters is recorded in previous reports and is not repeated unless relevant to the current update.
- Items will normally be removed from the Clerk's report once noted unless further action is requested by Council.

Section A – Matters Requiring Council Direction

1. Westclyst Pitch Condition

Context

Concerns have previously been raised regarding the suitability of the pitch specification and the level of use at the Westclyst shared-use pitch.

Update

Operational issues continue to be reported including drainage performance, surface compaction and heavy wear in key playing areas.

Three potential options have previously been identified:

- limited remedial works
- upgrade to a higher specification natural grass pitch
- conversion to a 3G artificial surface.

The legal transfer of the pitch to the Parish Council remains paused while these issues are investigated.

The football club continues to request updates regarding the future of the pitch.

At its meeting on 19th January 2026 (Min ref 26/019), Council resolved to investigate a 'light-touch' short-term fix, rather than consider the pitch specialist specific options presented by the clerk. This has not hitherto materialised as the contact it was hoped could advise has not been back in touch.

Action: Cllr Rhodes to provide a verbal update following an earlier site meeting.

Recommendation: Council to discuss next steps.

2. Red Lion Cobbles

Context

Members previously requested investigation into the ownership and maintenance responsibilities for the cobbled area outside the Red Lion.

Update

Devon County Council has confirmed the access road is an adopted highway and that no maintenance works are currently planned unless safety defects arise.

The East Devon District Council Conservation Officer has confirmed that the cobbles are not included within the listing of the Red Lion public house.

An earlier enquiry was made to Devon County Council Highways regarding the possibility of downgrading the highway status. No response has been received.

Action: From 13.04.26, Cllr L Straw to provide a verbal update following delegation to talk to DCC and Church.

Recommendation: Council to consider next steps.

3. Ratification of interim reporting to Finance Chairman and Chairman.

a. As RFO, two invoices were reported to the Finance Chairman and Chairman at the time of payment as they fell outside of the council's usual preferred suppliers. They are as follows:

1. To 'Dan Ford Garden Services' for labour to help council staff with ground preparation for and laying of turf on the football pitch. Total of 10 hours labour over 2 days: total £250
2. To 'ARG Services' to replace broken roof tiles at the Pavilions, total £125. This was not routine maintenance or wear and tear, but caused by youth access to the roof.

Both submitted invoices with company bank accounts; there are no HMRC/NIC implications.

b. Sprinkler system motor.

Context

The pump does not just drive the sprinkler system; it also powers a second hosepipe that we use to water the football pitch. We re-turfed the pitch last week, and the new turf needs a good soaking daily, especially now the weather has set fair. We are using a different hose running off the outside tap, but this outside tap is supplied by the main feed and so we pay sewerage charges on it, unlike the bowls submeter which is water only. The mains pressure is a lot lower, so the sprinkler head needs moving more often, which is increasing labour and length of time to water the turf.

Issue

The sprinkler pump stopped working on 20.05.2026. The electrician checked the supply and ruled out any issues with power supply, and recommended we call out Mathews from Marsh Barton.

The narrative from the engineer was "I have tested pump with motor from our stock and found pump was also blocked as well as motor being failed. Dismantled pump and cleaned out impellers, reassembled and tested flow. All ok, matching what pump can do on performance curve." A price was given to reinstall the pump with new motor and to install contactor with new low level float switch. (NB. The pump was last replaced in 2006.)

The overall cost falls outside of ordinary maintenance delegated spend but within the RFO's emergency delegation. An email discussion took place with Chairman and Vice Chairman around how best to take this forward, given the weather and worry about losing the turf on the pitch as well as the additional cost of watering from the mains supply, with both parties being

Recommendation: Council to ratify expenditure as agreed with the Finance Chairman and Chairman.

4. Conservation Area street lamp changes

Council has received, via Cllr Boyles, the following email from a parishioner:

"Hi, it's [...] from Church Close/hub. The council have replaced the lovely old streetlight to this ugly new one. They've also changed the one by the Red Lion, but left the one outside number 4, by the main road. I'm sure the parishioners would be in uproar if they decided to replace their streetlights in the village. Just wondering if anything can be done?"

An email with photographs has been sent to the EDDC Conservation Officers that sets out the legal and policy concerns of the council, and notes that "The Council's view is that, even if the original lamp columns had ceased to function, this would not have necessitated their removal. A proportionate and lawful approach would have been to retain the traditional columns in situ and, if operationally necessary, to provide a modern light source alongside or to refurbish the

existing fittings. The Council strongly objects to the removal of these features and to the adverse visual impact of the replacement units.

The Council requests that the District Council:

- (a) investigates the circumstances under which these works were carried out, including identifying the responsible party and establishing whether any consent, prior approval, or notification was required and obtained;
- (b) makes contact with Devon County Council as the highway authority, and with the National Trust in its capacity as landowner of at least one of the affected sites, to establish the full facts;
- (c) advises the Council as to whether enforcement action under Part VIII of the Town and Country Planning Act 1990 is being considered; and
- (d) where enforcement is found to be appropriate, requires the responsible party to reinstate traditional lamp columns in keeping with the character and appearance of the Broadclyst Conservation Area, or to submit a retrospective application or prior approval notification to be assessed against the relevant statutory and policy tests.”

The National Trust has also been informed, as it is believed that at least one of the columns is on its land.

Recommendation: That the Council:

- i. ratifies the action taken by the Clerk under urgency in corresponding with EDDC Conservation Officers and the National Trust in respect of the replacement of traditional street lamp columns within the Broadclyst Conservation Area, and confirms that correspondence as an expression of the Council's formal position;
- ii. authorises the Clerk to continue to conduct this matter on the Council's behalf, including corresponding with EDDC, Devon County Council Highways, and the National Trust as appropriate; and
- iii. requests that the Clerk write directly to Devon County Council Highways to formally establish whether DCC was the responsible party for the works and, if so, to set out the Council's objections to them directly.

Section B – Information Updates

5. Westclyst Allotments (Bloor Homes site)

Update 01.06.26

Transfer documentation has been returned signed.

Recommendation: To note that there are no further actions on Council's side.

6. Council Insurance

Update 13.04.26

The council's insurance policy with A J Gallagher has been renewed.

Cyber security work remains ongoing. Council staff have completed cyber security training and two further quotations will be sought for a cyber security audit as workload permits.

Recommendation: No further update.

7. Broadclyst Car Park

Context

Members previously requested investigation of deterioration to the car park surface and the potential transfer of district council car park assets.

Action under delegation

Following Council's resolution of 01.09.25, the Clerk initiated discussions with East Devon District Council regarding potential Community Asset Transfers (CAT).

Update

A Community Asset Transfer meeting was held with EDDC to discuss the potential transfer of:

- Broadclyst car park
- Bustard Hill car park
- Public toilets
- Associated parcels of land.

Further work is being undertaken to identify actions associated with these potential transfers. No further update has been received from EDDC since the February meeting. However, it has been recently raised by Cllr Fernley that any 'dowry' is now not available as we did not ask for it. This is contrary to notes from officer meetings, and a letter has been sent to the EDDC CAT Officer accordingly.

Recommendation: To continue to discuss Community Asset Transfers and to establish the position of any accompanying commuted sum.

8. BMX Area – Southern Boundary Fencing

Action under delegation

Following Council's delegation of 01.09.25 authorising expenditure of up to £3,000, the Clerk has progressed discussions with EDDC arboriculture officers and the National Trust.

Update

Planting a natural hedge was initially explored but discounted due to overshadowing which would likely prevent successful establishment.

The National Trust has confirmed that installation of a stock fence with two strands of plain wire would be acceptable. Due to the presence of protected trees, EDDC requires a method statement to protect tree root zones during installation.

A site meeting with the fencing contractor took place on 14 April 2026 and this work is in progress.

Recommendation: To note.

Section C – Strategic / External Matters

9. Westclyst Park & Change

Update

Devon County Council continues discussions with the developer and landowner regarding delivery of the OPF1 Park & Change facility at Westclyst. Meetings have been attended to monitor progress.

Current discussions are focused on the practical delivery of Phase 1 of the scheme. A revised layout is being explored which would provide a slightly smaller car park while continuing to meet the intended purpose of the Park & Change facility. Any amendments would be subject to the appropriate planning and legal processes.

Alongside this, early discussion has taken place regarding potential longer-term uses of land associated with later phases should further parking not be required. This has included possible employment, commercial or community uses.

Positive discussion has also taken place regarding the possibility of a sports pavilion or clubhouse associated with the adjacent sports pitches which could incorporate flexible space for community use. These discussions remain exploratory and no formal proposals have been brought forward.

Members will be aware that the Westclyst area continues to experience significant growth and the Council has an ongoing interest in ensuring that appropriate community and recreational facilities are available to support both new and existing residents.

Any future proposals would need to come forward through the appropriate planning and legal processes and would be considered by Council in the usual way.

Recommendation: To note.

10. Blackhorse HGV movements.

Council has received complaints from a resident at Blackhorse about a noticeable increase in volume of HGVs on the old A30, allegedly going to Lidl / Amazon warehouses. It is not known whence the increase in traffic came, but reports say that it is particularly troublesome at night in hot weather when windows are open.

A letter has been sent to Lidl and Amazon to ask that they require all hauliers to follow the preferred route of the new A30 / Clyst Honiton bypass rather than cutting through Blackhorse on the old A30. An enquiry has been made with EDDC if there is appetite to re-commence SkyPark Liaison Group meetings which provided the platform for such issues pre-Covid.

Recommendation: To ratify actions to date and to consider any additional actions.

End of Report

This concludes the Clerk's report to Council.

Angie Hurren BEM

BA (Hons) Community Governance

Fellow SLCC

Broadclyst Parish Council Clerk & RFO

Summer working hours: Mon–Wed: 07:30–18:00; Thu: 07:30–15:00