

Broadclyst Parish Council Clerk's Report

For: 7 September 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.

New update: Further to the 01.06.2026 clerks report, a meeting took place on 28 July between Cllr Massey, Jonathan Bishop (Cornerstone Exec Headmaster), and Troy Stuart (landowner). While there were few specific actions from the meeting, it was unanimously agreed that the pitch was not fit for use in its current condition and this was a barrier to transfer. A preference for a 3G pitch was expressed by the school and council, noting this would not be constrained by poor weather. Potential funding costs and streams were discussed, noting there is S106 money from the Bloor estate and NCIL available. It was further noted that there was a possibility of the school using Monkerton for a season to allow pitch improvements at Westclyst.

Action: Clerk to request confirmation of the amount of S106 money from the Bloor estate (it is understood that this is currently with EDDC's legal team).

Recommendation: Council to discuss next steps, including the potential allocation of NCIL to upgrade the pitch to 3G, supplemented with S106 monies.

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

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

1. To 'W.J.Mathews Ltd' for the sprinkler system supply/fit new motor' at £2,401.75 inc. VAT as per the report on 01.06.2026.

2. To 'DJ Steve' for generator hire for the Tithebarn event for £90.00. This was due to the preferred supplier not having a large enough generator available. Within budget allocation.
3. To 'Event Medical Solutions SW CIC' for first aid for the Tithebarn event for £230. This was due to the preferred supplier not having staff available on that day. Within budget allocation.
4. To 'Cornwall Glass' for a replacement broken glass panel in the patio door at the Pavilions for £238.22 inc. VAT. Within budget allocation.

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

3. Conservation Area street lamp changes

Further to the report on 01.06.26, one of the two street lamps has been returned/replaced. Council has not received any correspondence from EDDC Conservation officers or DCC Highways regarding the removal of the lamps, or what the plan is for the remaining 'odd one out' modern lamp.

Section B – Information Updates

4. 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.

07.09.26 No update.

5. 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.

07.09.26 We raised the point that council's need to set their budgets in the autumn to align with EDDC's timeframe for precept submission, and that a 'one-size-fits-all' approach for community asset transfer may not be appropriate given the different successor councils. EDDC has emailed to say:

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

“I apologise to you all for the hiatus in moving things forward with the CAT programme. Unfortunately, in spring this year we lost key personnel in both our Streetscene and Estates teams which left us with severely restricted service capacity. We have now completed the recruitment of additional staff and have new people starting in September in both services.

The Council remains committed to this initiative and the plan is to now firm up the red line site plans for the assets in question, work with you all collectively to create a schedule of transfers and fix that within an agreed timeline. During the interregnum, Tim Child has personally been busy looking at best practice elsewhere and he has developed a revised policy that aims to streamline the whole process.

In terms of immediate next steps Tim will work with Paul Hayward as our Assets Portfolio Holder to brief the Portfolio Holder Working Group and then in turn also report progress and restate the ambition to Cabinet on the 6th October.

As this is my final day with the Council, I am handing the reins back to Andy Wood following completion of his LGR related role. Once again, I'm sorry we have not been able to make more progress. It has been a pleasure working with you all and I leave full of admiration for all the things you do and achieve for your communities.”

Recommendation:

- i. To continue to discuss Community Asset Transfers and to establish the position of any accompanying commuted sum.
- ii. To consider whether council could commission independent surveys and site assessments (given we may also need to carry out this work as part of our due diligence).

Section C – Strategic / External Matters

6. Blackhorse HGV movements.

Further to Council receiving complaints from a resident at Blackhorse about a noticeable increase in volume of HGVs on the old A30, allegedly going to Lidl / Amazon warehouses, no significant progress has been made, despite Cllr Gent's support.

07.09.26 The Broadclyst Neighbourhood Plan identifies this stretch of road as potential for 'soft' traffic calming.

Recommendation: To consider opening discussions with DCC Highways and obtaining quotes.

End of Report

This concludes the Clerk's report to Council.

Angie Hurren BEM

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Fellow SLCC
Broadclyst Parish Council Clerk & RFO

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