



RECREATION COMMITTEE

Members of the Recreation Committee

are summoned to attend a Meeting at **7.30pm** on

Tuesday 27 February 2024

at Loughton Town Council, Council Chamber, 1 Buckingham Court,
Rectory Lane, Loughton IG10 2QZ
to transact the business shown in the agenda.

Mark Squire
Town Clerk
21 February 2024

Membership:

Councillor D Wixley (Chairman)
Councillor K Valentine (Vice Chairman)

S Fontenelle
S Murray

Councillors
L House
M Stubbings

N MacKinnon

Note to Councillors:

If you are unable to attend the meeting,
please phone your apologies to the office on 020 8508 4200

A G E N D A

- 1 Apologies**
To RECEIVE any apologies for absence.
 - 2 Declarations of Interest**
Councillors to declare any pecuniary or non-pecuniary interest in any items on the Agenda.
 - 3 Confirmation of Minutes**
To CONFIRM the minutes of the meeting held on 17 January 2024.
 - 4 Public Representations**
To hear any representations from members of the public who have registered a request to address the Committee in accordance with no 5, Appendix C, of the Standing Orders.
 - 5 Play Facilities on the Oakwood Hill Estate / Newmans Lane - Min no RC291**
Mr Fabrizio Ferrari, Public Health Improvement Officer, Epping Forest District Council (EFDC) will attend the meeting to provide a further update.
 - 6 Skate Ramps – Min no RC292**
EFDC continue to liaise with the skateboard company making the repairs. Mr Ferrari will provide a further update.
 - 7 Town Clerk's / Chairman's Report**
 - The request for benches for both the Wintle and Lee families are progressing and both subject to contractor availability and weather conditions on the Roding Valley Recreation Ground.
- Roding Valley Recreation Ground (RVRG)**
- 8 Roding Valley Cricket Club (RVCC) – Min no RC294**
RVCC have now opted for an England and Wales Cricket Board (ECB) loan to fund their move, as it is such a large payment, and subsequently this is taking longer to deliver.

To receive and note.
 - 9 RVRG Tree Survey**
A survey of trees across all Town Council sites was carried out by Place Services (ECC) in late 2023, and the resultant report was received by Officers in January 2024. Excluding the RVRG, there is minimal work needed to conform to health and safety recommendations at the other council sites, however, due to the sheer volume of trees at RVRG, there are once again a substantial number of trees in need of attention. Please refer to the attached report extracts. See pages 4 – 12. N.B. a copy of the full report will be sent by separate e-mail.

To receive and note.
 - 10 RVRG – Memorial Trees**
Please see attached e-mail from the Services Manager to the Town Clerk dated 31 January 2024. See page 13.

Following this e-mail, it would appear a good opportunity to replace the dwindling number of cherry trees (adjacent to the Loughton Athletics Club) on a piece-meal basis, and at no additional cost to the Town Council.

Members to review and recommend a way forward.

11 RVRG Changing Rooms

There is growing concern over health and safety aspects of this building, for which the Town Council will need to take some action.

- The roof to the block that houses changing rooms 5-8 is leaking, meaning that there is standing water throughout the building on a near permanent basis.
- Access to the roofs of both buildings is now beyond the physical capabilities of Town Council staff, meaning that safety assessments are impossible to carry out. There is particular concern over the condition of the brick parapet walls, which are directly above the car park area.
- Both blocks are vulnerable to anti-social behaviour, particularly the 'scaling' of the outside of the buildings to gain access to the roof, where the water tank housings can easily be accessed.
- Due to the damp conditions, it is impossible to consider re-connecting the electricity supply.

Members to review and recommend a way forward.

Other Agenda Items

12 Town Council Community Halls

12.1 Murray Hall – Min no RC301.1

I. Electric Charging Point

The electric charging point has now been installed and is servicing the Town Council van without any problems to date. Cllr CC Pond, in his capacity as an Essex County Councillor was able to source additional funding from the Locality Fund, to a new total of £2,022, which will cover the majority of the net costs of £2,478.67 for the wall box and installation.

To receive and note.

13 Inappropriate planting of trees on Hillyfields Open Space and Jessel Green by Essex County Council (ECC) / Epping Forest District Council (EFDC)

This development will have already been raised at the Town Council meeting on 21 February 2024.

- **Hillyfields Open Space** – In the first week of February 2024, (without any prior consultation) ECC, in conjunction with EFDC, planted 14 trees along the border of Hillyfields, adjacent to Pyrles Lane. This is City of London Corporation (COLC) land, the COLC have asked for these trees to be removed a.s.a.p. ECC have now offered to relocate and replant these trees on the main Hillyfields Open Space area only. The species are 7 x Betula utilis Jacquemontii (silver birch) and 7 x Pyrus chanticleer (ornamental pear). The planting and 3 years' establishment (watering, pruning etc) will be covered as part of ECC's funding. A site visit will be arranged with all parties soonest.

At the same time, in addition to the 14 trees planted on COLC land, another 7 have been planted, 4 along Rectory Lane on the narrow strip of land, between

the cycle way and Rectory Lane, and another 3 opposite Marjorams Avenue by the new communications tower. Having checked the Land Registry documents, these two areas do not belong to Loughton Town Council (LTC), so fall out of LTC jurisdiction and are arguably a good addition to the street landscape.

- **Jessel Green** – a week or so later, (again without consulting the Town Council), further trees were planted at Jessel Green, with a line of trees parallel to Jessel Drive but some way into the green itself. Whilst recognising that the green belongs to EFDC, this layout would restrict the space available for the annual Jessel Green Fun Day and LTC may have to alter the plans to stage the Day. A licence for permission to stage the event has already been applied for to EFDC Estates Department.

ECC have subsequently clarified that the trees to the north edge of Jessel Green will be moved nearer the roadside and will most likely be actioned in March 2024 at the end of the county-wide planting schedule.

To receive and note. The Town Clerk will provide further updates, if available.

14 Jessel Green Fun Day – Sunday 23 June 2024

Good progress has already been made on the organisation of this summer event. An initial meeting was held on 9 February 2024 with one of the main supporting groups, The Red Balloon Foundation to discuss arrangements. There will be a tweaking of the pricing of wristbands for the children's rides.

To receive and note.

15 Financial Position

The current financial position as of 31 December 2023 is attached together with details of the funds available from earmarked reserves. See pages 14 – 15.

To receive and note.

16 Future Work of the Committee

The opportunity for members to suggest topics to be considered by the Committee at a future meeting, subject to the Committee's agreement.

Note: No substantive discussion may take place under this item as the required statutory notice of the topics will not have been given.

Mark Squire
TOWN CLERK
21 February 2024

Agenda Item 9 RVRG Tree Survey

Tree Survey by Place Services 2023 – Necessary works at Roding Valley Recreation Ground

Roding Valley Recreation Ground

Site Description

Large green space adjacent to River Roding.

Remedial works

Tree ref.	Tag No.	Species	Age	Height (m)	Condition	Recommendations	PRF's	Works Priority	Inspection Frequency
T1	N/A	Cherry (<i>Prunus spp.</i>)	Y	4	Small dead tree within falling distance of the car park/turning area.	Fell.	N	3	5
T2	N/A	Cherry (<i>Prunus spp.</i>)	M	7	Fair vitality and vigour displayed at the time of inspection. Major deadwood over the park area.	Remove major deadwood.	N	3	5
T3	N/A	Cherry (<i>Prunus spp.</i>)	M	8	Fungal fruiting bodies facing southeast at. Sounding of mallet indicates little to no decay. Sap flow and canker presents. Codominant branches with heavy load of the crown at the end.	Annual inspection for the condition of decay. Reduce crown by approximately 2m to reduce the end load.	N	0 3	4 5
T4	N/A	Whitebeam (<i>Aria edulis</i>)	SM	6	Fair vitality and vigour displayed at the time of inspection. Canker and split present. Leaning approximately 40° towards east Splitting of branch unions. Fungal body present at 1m facing south.	Fell	N	3	0
T5	N/A	Cherry (<i>Prunus spp.</i>)	M	8	T6 in 2022's report. Dead tree with no living crown. <i>Ganoderma</i> presents at the base of the trunk.	Fell.	N	3	0
T6	N/A	Oak (<i>Quercus spp.</i>)	M	14	T5 in 2022's report. Poor vitality and vigour displayed at the time of inspection. Major crown dieback apparent and is within falling distance of a small building located on the recreation ground.	Monolith 6m from ground level or fell to ground level.	N	3	5

T7	N/A	Hawthorn (<i>Crataegus</i>)	SM	6	Fair vitality and vigour displayed at the time of inspection. One of the stems is dead.	Remove the dead stem.	N	3	5
		<i>monogyna</i>)							
T8	N/A	Oak (<i>Quercus</i> spp.)	M	14	Good vitality and vigour displayed at the time of inspection. Major deadwood over private garden.	Remove the deadwood.	N	3	5
G10	N/A	Oak (<i>Quercus</i> spp.) x3	M	16-18	Major deadwood over private garden. Two trees have ivy present on the trunks.	Remove deadwood. Create ivy band for future inspection of trunk condition.	N	3	5
T11	N/A	Cherry (<i>Prunus</i> spp.)	SM	8	Poor vitality and vigour displayed at the time of inspection. Dying tree with less than 25% of the living crown.	Fell.	N	3	0
T12	N/A	Cherry (<i>Prunus</i> spp.)	M	10	T7 in 2022's report. Fair vitality and vigour displayed at the time of inspection. <i>Ganoderma</i> present at the base of the trunk. A sound test, using a sounding hammer confirmed decay within the basal area, with sufficient supporting timber.	Reduce crown by 3.5m to alleviate basal pressure and monitor tree vitality/condition annually. Or fell.	N	3 3	5 0
T13	N/A	Cherry (<i>Prunus</i> spp.)	M	10	T8 in 2022's report. Fair vitality and vigour displayed at the time of inspection. A sound test, using a sounding hammer confirmed decay within the basal area, with sufficient supporting timber.	Reduce crown by 2m to alleviate basal pressure.	N	3	4
T14	N/A	Cherry (<i>Prunus</i> spp.)	M	10	Fair vitality and vigour displayed at the time of inspection. Fungal fruiting bodies present at 4m and 30cm respectively from ground facing north.	Reduce crown by 3m to alleviate basal pressure. Monitor tree vitality/condition annually.	N	3 0	5 4

T15	N/A	Cherry (<i>Prunus</i> <i>spp.</i>)	M	8	Poor vitality and vigour displayed at the time of inspection. Large <i>Ganoderma</i> presents at the base of the trunk facing north. Sounding	Fell.	N	3	0
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					of mallet indicates extend of hollowing and decay in the trunk.				
T16	N/A	Cherry (<i>Prunus</i> <i>spp.</i>)	M	14	Fair vitality and vigour displayed at the time of inspection. <i>Ganoderma</i> presents at the base of the trunk facing east. Sounding of mallet indicates little to no decay in the trunk. Historic limb failure of limb facing SW causing wound on limb.	Monitor tree vitality/condition annually. Reduce the limb for 2.5m to balance the tree.	N	0 3	4 5
T17	N/A	Cherry (<i>Prunus</i> <i>spp.</i>)	M	14	Good vitality and vigour displayed at the time of inspection. Major deadwood over footpath. <i>Ganoderma</i> presents at the base of the trunk and 4m from ground facing east. Sounding of a mallet indicates little to no decay in the trunk.	Remove deadwood. Monitor tree vitality/condition annually.	N	3 0	5 4
T18	N/A	Cherry (<i>Prunus</i> <i>spp.</i>)	M	14	Good vitality and vigour displayed at the time of inspection. Sounding of a mallet indicates slight decay in the trunk.	Reduce crown by 2m to alleviate basal pressure. Monitor tree vitality/condition annually.	N	3 0	5 4
T19	N/A	Oak (<i>Quercus</i> <i>spp.</i>)	M	20	T404 in 2022's report. Good vitality at the time of inspection. The tree in question has been heavily reduced, prior to inspection. Vigorous re-growth apparent. A sound test, using a sounding hammer indicates slight decay around the base of the tree.	Reduce crown by 2m to alleviate basal pressure. Monitor tree vitality/condition annually.	N	3 0	5 4

T20	N/A	Whitebeam (<i>Aria edulis</i>)	M	8	Good vitality and vigour displayed at the time of inspection. Major deadwood over park area.	Remove deadwood.	N	3	5
T21	N/A	Cherry (<i>Prunus spp.</i>)	M	10	T13 in 2022's report. Major deadwood over foot path. <i>Ganoderma</i> presents at the base of the trunk. Sounding of a mallet indicates decay at northeast of the trunk base.	Remove deadwood. Reduce crown by 2-3m to alleviate basal pressure. Monitor tree vitality/condition annually.	N	3 0	5 4
T22	N/A	Cherry (<i>Prunus spp.</i>)	M	10	Fair vitality and vigour displayed at the time of inspection. Canker presents on the trunk. A sound	Reduce crown by 2-3m to alleviate basal pressure.	N	3	5
					test, using a sounding hammer indicates slight decay around the base of the tree.	Monitor tree vitality/condition annually.		0	4
T23	N/A	Cherry (<i>Prunus spp.</i>)	M	12	Fair vitality and vigour displayed at the time of inspection. A sound test, using a sounding hammer indicates little to no decay around the base of the tree. <i>Ganoderma</i> presents at the base of the trunk facing northeast. Major deadwood over foot path.	Monitor tree vitality/condition annually. Remove deadwood.	N	0 3	4 5
G25	N/A	Cherry (<i>Prunus spp.</i>)	M	12-18	Good vitality and vigour displayed at the time of inspection. Major deadwood over the foot path.	Remove deadwood.	N	3	5
T26	N/A	Cherry (<i>Prunus spp.</i>)	M	10	T15 in 2022's report. Fair vitality and vigour displayed at the time of inspection. <i>Ganoderma</i> presents at the base of the tree, facing northwest. A sound test, using a sounding hammer confirmed decay within the basal area.	Reduce crown by 1.5m to alleviate basal pressure. Monitor tree vitality/condition annually.	N	3 0	5 4

T28	N/A	Elm (<i>Ulmus procera</i>)	M	18	T19 in 2022's report. Good vitality and vigour displayed at the time of inspection. Bacterial wet wood noted at the union break, 2.5m from ground level. Major deadwood noted throughout the	Remove deadwood. Reduce crown by up to 2m, to alleviate the pressure on the union.	N	3 3	5 5
					crown, over 1m length and 5cm diameter.				
T29	N/A	Cherry (<i>Prunus spp.</i>)	M	4	Dead tree located from 4m of the river.	Fell.	N	3	0
T30	N/A	Oak (<i>Quercus spp.</i>)	SM	8	Good vitality and vigour displayed at the time of inspection. Major deadwood over bench.	Remove deadwood.	N	3	4
G32	N/A	Cherry (<i>Prunus spp.</i>)	SM	8	Caught-up branches over the park area. Fallen trees at low target area.	Remove the caught-up branches. Remove the fallen tree.	N	4 4	5 0
T33	41	Oak (<i>Quercus spp.</i>)	M	14	Large caught-up branches over river.	Remove the caught-up branches.	N	4	5
T34	N/A	Oak (<i>Quercus spp.</i>)	M	14	Large caught-up branches over river.	Remove the caught-up branches.	N	4	5
T37	N/A	Cherry (<i>Prunus spp.</i>)	M	10	Good vitality and vigour displayed at the time of inspection. Fungal fruiting bodies present at trunk base facing northwest. A sound test, using a sounding hammer confirmed sufficient supporting timber, at present. Peeling bark facing southwest.	Monitor tree vitality/condition annually. Reduce crown by 2m to alleviate basal pressure.	N	0 4	4 4
G38	N/A	Ash (<i>Fraxinus excelsior</i>)	SM, M	18-20	4 Ash trees. T27 in 2022's report. Fair vitality and vigour displayed at the time of inspection. Major deadwood over foot path.	Remove major deadwood on the 4 Ash trees.	N	3	4

T39	N/A	Cherry (<i>Prunus</i> <i>spp.</i>)	SM	6	T28 in 2022's report. Tree with poor structural integrity, severe basal decay evident, with minimal supporting timber surrounding the cavity.	Fell.	N	3	0
G40	N/A	Elm (<i>Ulmus</i> <i>procera</i>)	Y	6	Dead trees.	Remove the dead Elms along the ditch.	N	4	0

Site Map



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Agenda item 10
RVRG - Memorial Trees

This morning, I met with Steve Cozens, one of EFDC's Tree Officers, at the Recreation Ground. I had assumed it was to discuss the potential location of an individually requested memorial trees, as we have done previously, but the reason was actually to do with asking if we had the capacity to take memorial trees at the Rec on an ongoing basis.

Steve informed me that EFDC has effectively run out of places to plant such trees, and as the requests continue to come in, it would assist his department greatly if we could accommodate his request.

I informed him that it would have to go to the Recreation Committee, but as it will only involve fairly low numbers of trees per annum, and the fact that we always seem to be removing trees from the site, I couldn't see the Committee objecting.

Several key areas were noted as potential sites. For your information, EFDC has ceased its planting programme until the autumn, and I informed Steve that the next Recreation Committee was on 27 February.

Paul Hoy
Services Manager

Agenda item 15
Financial Position

Loughton Town Council
Summary Income & Expenditure by Budget Heading as of 31/12/2023
Month End no 9 Recreation Committee Report

		Actual Last Year	Actual Year To Date	Current Annual Budget	Variance Annual Total	Funds Available	% of Budget
Recreation							
Kingsley Hall	Expenditure	37,046	12,735	25,536	12,801	12,801	49.9%
	Income	30,707	23,375	25,750	2,376		90.8%
The Murray Hall	Expenditure	207,382	89,580	187,420	97,840	97,840	47.8%
	Income	78,001	119,961	119,200	(761)		100.6%
Other Services (Rec) (1)	Expenditure	7,957	15,496	5,500	(9,996)	(9,996)	281.7%
Other Services (Rec)	Income	0	7,113	0	(7,113)		
Service Re- Charge (2)	Expenditure	152,000	0.00	196,000			
Roding Valley Recreation Ground (3)	Expenditure	151,585	126,729	168,593	41,864	41,864	75.2%
	Income	6,065	4,200	6,300	2,100		66.7%
Open Spaces	Expenditure	29,191	11,334	17,795	6,461	6,461	63.7%
	Income	609	125	0	(125)		
Playgrounds (4)	Expenditure	31,844	144,406	57,340	(87,066)	(87,066)	251.8%
Will. Rd. Playing Field	Expenditure	13,273	9,907	20,788	10,881	10,881	47.7%
	Income	696	2,152	612	(1,540)		351.7%

INCOME – EXPENDITURE TOTALS

Recreation Expenditure	630,277	410,186	678,972	268,786	268,786	60.4%
Income	116,078	156,926	151,862	5,064		103.3%
Net Expenditure over Income	514,200	253,260	527,110	273,850		

Notes:

- 1) Other services budget includes the preparation for Jessel Green Day (e.g., marquee, toilet facilities and rides / inflatables etc). Income from the event offsets some of the expenses.
- 2) The annual service recharge is £196,000, which is allocated at year end (March 2024).
- 3) Roding Valley Recreation Ground (RVRG). DSO grounds maintenance contract costs are now paid monthly and will have their allocation split at year end (March 2024).
- 4) Playgrounds – actual year to date expenditure, includes £92,000 taken from earmarked reserves (new RVRG playground).

Agenda item 15
Financial Position cont.

Earmarked Reserves:

A summary of the Committee's reserves showing the amounts available from reserves as at 31 December 2023, is provided below.

Schedule of Earmarked Reserves	
	31.12.23
Recreation Committee	
RVRG Playground	0
Van replacement	12,600
Charlie Moull's Bridge	5,000
Hillyfields Maintenance	7,600
Playgrounds	40,000
Total	£65,200