



RECREATION COMMITTEE

Members of the Recreation Committee

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

Tuesday 11 March 2025

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
5 March 2025

Membership:
Councillor D Wixley (Chairman)
Councillor S Murray (Vice Chairman)

	Councillors	
L House	N MacKinnon	M Stubbings
R Sylvan	K Valentine	

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 15 January 2025.
- 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 Town Clerk's / Chairman's Report**
The Highway Rangers have recently cleared the overgrown vegetation which obscured the road signage by the Lower Road / Englands Lane mini roundabout and have been thanked accordingly.

Roding Valley Recreation Ground (RVRG)

- 6 Roding Valley Recreation Ground - Changing Rooms – Potential 'Mens Shed' Project – Min no RC75**
On the specifications received from the 'visual structural survey contractor' it was part of the terms and conditions that an asbestos survey needed to be conducted before any structural risk assessment can be undertaken. The asbestos survey was undertaken on 26 February 2025, at a cost of £600 (which Epping Forest District Council (EFDC) has agreed to pay for). The report is awaited and a further update may be available at the meeting.
- 7 Roding Valley Cricket Club (RVCC) – Min no RC77**
The Town Clerk will provide a further oral update.
- 8 New Bench – Min no RC78**
The bench, incorporating a memorial plaque, that a local resident had requested, to be installed in the 'running track' field, has been delivered and will be installed as soon as the ground conditions allow for vehicle access onto the RVRG.

To receive and note.

Other Agenda Items

- 9 Newmans Lane Playground Project – Min no RC61**
The new playground was completed on schedule and is already open to the public. There has been positive feedback from local visitors, and it is evident that there has been a large increase in footfall (compared to the previous playground). Payment has been made for the playground at a cost of £95,000 plus VAT (VAT reclaimable), although a 5% retainer has been kept for a period of 6 months to cover any immediate flaws. An opening ceremony has been scheduled for later this month and the definitive date may be announced at the meeting.

To receive and note.

10 Town Council Community Halls

10.1 Murray Hall

The Town Clerk will update members if there are any new developments of note.

10.2 Kingsley Hall

The office has been notified that the current morning nursery will be closing soon. The last working day will be Tuesday, 22 July 2025. Unfortunately, none of the existing staff wish to carry on the nursery, so another hirer will be sought. The nursery has been sent an itinerary of items to clear in the meantime.

To receive and note.

11 Tree Whips – Min no RC83

There has been an ongoing dialogue between the tree planting working party members. The Committee Chairman will provide a further update.

12 Loughton Cricket Club Boundary

Thornton Rones have presented a professionally drafted map of the new amended boundary. The Town Clerk and Services Manager have subsequently made a site visit to check the measurements and discussions are ongoing.

A further oral update will be made at the meeting.

13 Davenant Playing Fields – Min no RC63

Further correspondence has just been received from the school. The Town Clerk will provide a further oral update.

14 Financial Position

The current financial position as of January 2025 is attached together with details of the funds available from earmarked reserves. See pages 3 – 4.

To receive and note.

15 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
5 March 2025**

Agenda item 14
Financial Position

Loughton Town Council
Summary Income & Expenditure by Budget Heading as of 31 January 2025

Month End no 10

Recreation Committee Report

		Actual Last Year	Actual Year To Date	Current Annual Budget	Variance Annual Total	Funds Available	% of Budget
Recreation							
Kingsley Hall	Expenditure	19,031	16,555	24,521	7,966	7,966	67.5%
	Income	30,012	33,538	25,750	(7,788)		130.2%
The Murray Hall	Expenditure	122,998	132,059	190,055	57,996	57,996	69.5%
	Income	109,079	122,198	124,400	2,202		98.2%
Other Services (Rec) (1)	Income	15,671	7,469	7,000	(469)		106.7%
	Expenditure	7,163	14,445	16,000	1,555	1,555	90.3%
Roding Valley Recreation Ground (2)	Expenditure	196,000	157,510	184,490	26,980		85.4%
	Income	159,717	3,649	4,500	851		81.1%
Open Spaces	Expenditure	125	15,855	23,481	7,626		67.5%
	Income	19,522	125	0	(125)		
Playgrounds (3)	Expenditure	160,249	117,883	37,568	(80,315)		313.8%
Will. Rd. Playing Field	Expenditure	12,211	12,768	20,990	8,222		60.8%
	Income	2,152	0	696	696		

INCOME – EXPENDITURE TOTALS

Recreation Expenditure	705,399	467,075	497,105	30,030	0	94%
Income	152,990	166,979	162,346	(4,633)		102.9%
Net Expenditure over Income	(552,409)	(300,096)	(334,759)	(34,663)		

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, allocated at year end March 2025.
- 3) Playgrounds – actual year to date expenditure, includes £95,000 taken from earmarked reserves (new Newmans Lane playground).

Agenda item 14
Financial Position - continued**Earmarked Reserves:**

A summary of the Committee's reserves showing the amounts available from reserves as of 31 January 2025, is provided below.

Schedule of Earmarked Reserves	31.1.25
Recreation Committee	£
Hillyfields Maintenance	7,600
Total	7,600