



RECREATION COMMITTEE

Members of the Recreation Committee

are summoned to attend a Meeting at **7.45pm** on

Wednesday 10 January 2018

at **Loughton Library and Town Hall, Traps Hill, Loughton IG10 1HD**

to transact the business shown in the agenda.

Enid K Walsh
Town Clerk
4 January 2018

Membership:

Councillor D Wixley (Chairman)
Councillor A Omer (Vice Chairman)

Councillors

R Brookes
S Murray

B Cohen
M Stubbings

L Girling

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 8 November 2017.
- 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 Matters for Report**
To REPORT any further significant information on matters which have been previously discussed, in addition to those which may already be included on the agenda.

5.1 Playgrounds – Min no RC54.1

5.1.1 Traps Hill Playground

The Town Clerk will provide an update on efforts to secure a contribution to the cost of the works to replace the vandalised trampoline.

5.1.2 Safety Inspections

For information, the RoSPA inspections will be carried out at all play areas, outdoor gyms, football pitches and ball courts later in January 2018 at a net cost of £1,133.35.

5.2 Community Events – Min no RC54.2

5.2.1 Christmas events

For information, the income and expenditure report on the Countdown to Christmas event held on The Broadway on Friday 1 December 2017 is provided below.

<u>Expenditure</u>	Road closure application	176.00
	Road closure contractor	935.00
	Children's entertainer	200.00
	Fairground Rides	750.00
	Publicity leaflets	54.00
	Misc.	30.00
	Security guards	<u>150.00</u>
		£2,295.00
<u>Income</u>	Donations x 3	900.00
	Stalls income	<u>108.32</u>
		£1,008.32
	Net event expenditure met from budget	1,286.68

5.2.2 Annual Town Mayor's Charity Fun Run

For information, the date for the 2018 Fun Run is to be confirmed following discussions with the Loughton Athletic Club.

5.2.3 Play in the Park

Epping Forest District Council is currently preparing its programme for 2018 and offering the popular Play in the Park activities during the Easter and Summer school holidays.

The Committee is asked to confirm the Town Council's participation this year with two sessions in April on the Roding Valley Recreation and ten in August, five each on Jessel Green and the Recreation Ground. Each session will require a contribution of £65.00 towards the associated costs.

5.2.3 Jessel Green Fun Day

The Committee is asked to confirm that a licence application may be submitted to Epping Forest District Council for this event to be held again in July 2018.

5.3 Willingale Road Playing Field

For information, an order to remove the vandalised table tennis table has been placed at a net cost of £435.

5.4 Essex Police – Min no RC54.6

The next local community meetings are scheduled as follows:

- Thursday January 11, 2018, 7pm to 8pm, Roding Hall, 26 Station Way, Buckhurst Hill, IG9 6LN
- Wednesday April 4, 2018, 7pm to 8pm, Murray Hall, Borders Lane, Loughton

The Council's nominated representatives are Cllrs Abraham, Cohen, Girling, Mahoney and Wixley. However, these meetings are open to all.

5.5 Defibrillators – Min no RC54.7

In December 2017 the District Council confirmed the following grant awards for this equipment:

The Broadway Town Centre Partnership	£1,500
Loughton First (High Road Town Centre Partnership)	£1,000

The Council is grateful to the local Park Run group which has also raised sufficient funds for a defibrillator to be used for organised activities and events at the Roding Valley Recreation Ground.

Officers will now progress this project.

5.6 Roding Valley Recreation Ground – Min no 54.10

5.6.1 River Roding – Planting Project

Chris Neilan, Principal Officer – Green Infrastructure, Trees & Landscape Strategy at EFDC, has advised that the Environment Agency is proposing a woodland planting project along the Roding which includes land on the Recreation Ground. The Environment Agency has found funds for this project, which are now held by EFDC.

Details were circulated to Committee members before Christmas and the Town Clerk has since confirmed to Mr Neilan that the Town Council would support in principle this new planting as a method of reducing erosion. For noting: there is no commitment at this stage as detailed planting proposals (designed to be low maintenance) will require formal agreement.

The Chairman has raised some concerns based on his local knowledge which have been forwarded to Mr Neilan for comment.

5.6.2 Improvements Project

As progress on this project will be subject to successful and substantial grant applications the working party has delayed discussions until such time as the District Council had published its playing pitch strategy.

As the draft version of the strategy is now available as part of the Local Plan documents at <https://tinyurl.com/y8pgkvej> a meeting of the working party is to be convened shortly.

5.6.3 Mobile Refreshment Facility

At the last meeting the Committee agreed to provide a temporary mobile refreshment facility under licence to better gauge the viability of including a café in the plans for the refurbishment of the changing rooms. Expressions of interest will now be invited from operators.

6 Financial Position

- * The current financial position is attached together with details of the funds available from earmarked reserves (see pages 4 – 5).

7 Murray Hall

7.1 Exclusion of the Press and Public

To RESOLVE to exclude the press and public from the next item under the Public Bodies (Admission to Meetings) Act 1960, as it contains confidential information relating to hall hirers.

7.2 To consider the response to a complaint from a hall hirer.

- * See confidential report on page 6.

8 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.

Enid K Walsh
TOWN CLERK
4 January 2018

Summary Income & Expenditure by Budget Heading 31/12/2017

Month No: 9

Recreation Committee Report

		Actual Last Year	Actual Year To Date	Current Annual Budget	Variance Annual Total	Funds Available	% of Budget
<u>Recreation</u>							
Kingsley Hall (1)	Expenditure	18,665	9,673	15,200	5,527	5,527	63.6 %
	Income	34,874	30,680	36,000	-5,320		85.2 %
The Murray Hall (2)	Expenditure	35,437	87,342	131,600	44,258	44,258	66.4 %
	Income	68,551	79,728	64,400	15,328		123.8 %
Other Services (3)	Expenditure	8,247	11,188	11,000	-188	-188	101.7 %
	Income	1,287	1,951	0	1,951		0.0 %
Service Re-charge (4)	Expenditure	31,000	0	135,000	135,000	135,000	0.0 %
Roding Valley Recreation Ground (5)	Expenditure	25,660	24,306	261,450	237,144	237,144	9.3 %
	Income	11,191	12,857	11,250	1,607		114.3 %
Open Spaces (6)	Expenditure	21,683	10,908	25,025	14,117	14,117	43.6 %
	Income	0	225	125	100		180.0 %
Playgrounds (7)	Expenditure	99,506	7,690	27,857	20,167	20,167	27.6 %
	Income	20,920	0	0	0		0.0 %
Skateboard Facility	Expenditure	1,990	0	34,000	34,000	34,000	0.0 %
	Income	500	0	0	0		0.0 %
Willingale Road Playing Field (8)	Expenditure	10,807	11,162	16,010	4,848	4,848	69.7 %
	Income	1,619	2,798	1,610	1,188		173.8 %
Van replacement fund	Expenditure	0	0	1,000	1,000	1,000	0.0 %

INCOME - EXPENDITURE TOTALS

Recreation Expenditure	552,994	162,269	658,142	495,873	0	495,873	24.7 %
Income	138,942	128,239	113,385	14,854			113.1 %
Net Expenditure over Income	414,052	34,030	544,757	510,727			

Notes

- 1) Kingsley Hall – income includes £584 for 2018/19 paid in advance.
- 2) Murray Hall – income includes £14,031 for 2018/19 paid in advance.
- 3) Other Services – this budget includes £10,000 for community events and £1,000 contingency.
- 4) The annual service recharge is £135,000. Position as at 31.12.17 = £101,250.
- 5) Roding Valley Recreation Ground year to date figure is £24,306. Position as at 31/12/17 including DSO grounds maintenance contract is £109,896. The budget includes £100,000 for the changing room improvements and £20,000 for the Charlie Moules bridge repair fund.
- 6) Open Spaces year to date figure is £10,908. Position as at 31/12/17 including DSO grounds maintenance contract is £19,859.
- 7) Playgrounds – the apparent underspend mainly results from un-invoiced repairs to equipment.
- 8) The income for the WRPF includes the £1,500 CIF grant for the table tennis table.

Agenda item 6**Earmarked Reserves:**

A summary of the Committee's reserves showing the end of year transfers and the amounts available from reserves in this current financial year is provided below:

Recreation Committee	31.3.17
Murray Hall	40,500
Kingsley Hall	25,000
Roding Valley Recreation Ground	122,200
Skateboarding	30,000
Playgrounds	12,800
Open Spaces	1,000
WRPF	6,500
Community events	2,000
Defibrillators	1,200
Van replacement	6,000
Total	247,200