



RECREATION COMMITTEE

Members of the Recreation Committee
are summoned to attend a Meeting at 7.45pm on
Wednesday 31 August 2016
at 1 Buckingham Court, Rectory Lane, Loughton
to transact the business shown in the agenda.

Enid K Walsh
Town Clerk
24 August 2016

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.

AGENDA

- 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 June 2016.
 - 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 Children's Centres in Essex – Min no RC5.1**
Cllr Girling will provide an update at the meeting on proposed changes to Sure Start Children's Centres in Essex.
 - 5.2 Roding Valley Recreation Ground – Min no RC5.3**
 - 5.2.1 Football**
Bookings for the 2016/17 season are much as in previous years, currently with two Saturday teams and six Sunday teams confirmed.

There will also be junior league football on the Willingale Road Playing Field this coming season using two mini pitches and two 5v5 pitches.
 - 5.2.2 Tennis Coaching**
Cllr Omer has undertaken some research with a view to providing tennis coaching for children and adults on the Roding Valley Recreation Ground tennis courts. He has made contact with a professional coach associated with David Lloyd Club, Chigwell Lawn Tennis Club and Redbridge Council, who would be willing to assist.

The Committee is asked how this should be progressed and whether participants should be asked to pay a small fee for the training.
 - 5.3 Skate Park**
Skate Loughton is to hold a session at the Roding Valley High School on Tuesday 30 August 2016 at Roding Valley High School, Alderton Hill from 5.30pm – 7.30pm.

Arrangements for the annual autumn half term event are to be confirmed.
- * Supplementary report provided on pages 9 and 10.

5.4 Playgrounds – Min no RC5.4

5.4.1 Traps Hill Play Area

The official opening ceremony was held on Saturday 9 July 2016. The new equipment is proving popular with users.

There have been comments that the use of the new play area is being dominated by older children. However, the project manager has confirmed that the design includes zoning to allow for separate areas for the different age groups. Once the summer school holidays have ended, the use of the play area will return to normal levels.

Residents have also called for an additional play area in the town near the southern part of the High Road and suitable sites are being sought by officers.

5.4.2 Safety Inspections – Min no RC5.4.2

The six-monthly inspections of all the play areas were undertaken by an external inspector in July 2016 at a net cost of £395. The minor matters identified in the report are receiving attention.

The Committee is asked to NOTE that in July 2016, the Services Manager, Paul Hoy, was re-examined by the Register of Play Inspections International and received a certificate of achievement confirming his competence to carry out operational inspections of children's playgrounds.

Mr Hoy also provided an opportunity for councillors to visit the play areas with him to show the work involved in ensuring the equipment is maintained to a high standard for users.

5.5 Events – Min no RC5.5

5.5.1 For information, the annual community fun day held on Sunday 17 July 2016 on Jessel Green was well attended this year. The new attractions, which included a petting zoo, kite flying and archery proved popular. A budget report will be presented once the income from the ticket sales has been confirmed by the partner organisations.

5.5.2 Arrangements for the new Park Run events to be held on Saturday mornings on the Roding Valley Recreation Ground are not yet confirmed by the organisers.

5.5.3 The Dog's Trust event, also on the Roding Valley Recreation Ground, on Thursday 21 July 2016, was less well attended as this was a particularly hot summer day.

5.5.4 Discussions on arrangements for possible Christmas events are being held with partner organisations.

5.6 Community Halls – Min no RC5.6

A meeting of the Community Halls Working Party was held on 23 August 2016. Discussions include the following items:

- Use of Loughton Youth Centre - Spark, a youth work charity will be providing alternative education on school days from September with late afternoon/early evening 'youth club' type activities provided by the

Red Balloon Family. More details of these organisation may be found at:

www.worthunlimited.co.uk/branch_spark and www.redballoonfamily.co.uk/

- Income and expenditure reports.
- Hall bookings currently at normal levels at both premises. Feedback forms confirmed that a high level of customer service was achieved.
- **Murray Hall** – items where the cost is to be met from existing budgets:
 - i. An energy performance certificate is to be obtained at a net cost of £295, to include the initial survey work.
 - ii. Replacement seating in the foyer area, maximum budget of £800 net.
 - iii. Upgrading of the existing PA system - £1,550 net.
 - iv. Renewal of safety flooring in the men's toilet and the chair store – £1,460 net.
 - v. Installation of a glass washer in bar area – £1,250 net plus installation costs.
 - vi. Future works to be considered include the upgrading of the hand dryers in the toilets and heating/cooling system.
 - vii. Staffing – lone worker risk assessments show an increasing need for two caretakers to be on duty for large scale events.
- **Kingsley Hall**
 - i. Major roof works carried out at a net cost of £2,170.
 - ii. A survey on the windows and doors and brick boundary wall is to be carried out at a net cost of £450. Should the expertise of a structural engineer be required, this will cost an additional £750 net.
 - iii. Refinishing of the wooden floor in the main hall is to be undertaken – estimated cost £1,300 net.

5.7 Leases – Min no RC5.7

The outstanding legal matters, including the transfer of the Loughton Cricket Club grounds to the Town Council together with the new lease for the Loughton Cricket Club, and the new lease for the Loughton Athletic Club, are in hand.

5.8 Legal Highs – Min no RC5.9

For information, following the introduction of the new legislation, the Psychoactive Substances Act, criminalising the production, distribution, sale and supply of such materials, there has been a marked reduction in the amount of littering of the small silver canisters on council owned sites. Monitoring will continue until the end of September 2016.

5.9 Essex County Fire & Rescue Service - Leading the way to a safer Essex – Min no RC5.10

The results of the consultation have been published at http://www.essex-fire.gov.uk/img/pics/pdf_1465467587.pdf

Option 2 was the preferred choice – a 2% increase (about £1.35 on a Band D property per year) in the fire service portion of council tax and a smaller reduction in response resources than option 1. However, this still includes the loss of one of the two fire appliances at the Loughton Fire Station.

The draft implementation plans for the service changes will be presented to the Fire Authority on 7 September 2016 for approval.

5.10 Council Vehicle – Min no RC5.11

The Committee is asked to note that, further to the report given at the last meeting, satisfactory repairs including the replacement of the oil pump were carried out by the Nissan Garage in Ilford at a net cost of £822.

With a new clutch fitted in April, the net maintenance costs to date are £1,558, which is over budget. The Committee is advised that as the total vehicle running costs are re-charged to the Open Spaces, Playgrounds and Roding Valley Recreation Ground cost centres at the end of the financial year, these budgets have the capacity to absorb the additional costs.

5.11 Open Spaces – Min no RC5.12

5.11.1 Memorial Rose Garden

In addition to the routine maintenance work carried out on this site by the Council's contractor we are grateful to Cllr Angold-Stephens who has visited the garden regularly and undertaken watering particularly of the new climbing rose planted in memory of her husband, former councillor Ken Angold-Stephens.

Some of the original plants appear to be less well suited for this site, which is very dry owing to the canopy provided by the mature trees. They will be replaced by more hardy shrubs as necessary.

5.11.2 Willingale Road Nature Reserve and Community Orchard – RC5.12.2

Members are reminded that Epping Forest Countrycare are holding a free 'Mad about Moths' event on the Willingale Road Nature Reserve and Community Orchard on Friday 2 September 2016 from 8pm until late. They will also be undertaking maintenance work on 27 October 2016 at a net cost of £360.

5.12 Community Initiatives Fund – Min no RC7

A grant application for financial assistance for the provision of two new outdoor table tennis tables, one each on the Roding Valley Recreation Ground and the Willingale Road Playing Field has been submitted to Essex County Council. The budgeted cost for the supply and installation of the tables and honeycomb rubber safety matting is £4,100.

6 Financial Position

* The current financial position is attached together with details of the funds available from earmarked reserves (see pages 6 – 7).

7 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.

Members are reminded that as part of its overall plan and to complement the budget-making process, at its next meeting the Committee will be asked to review its priority list and agree Estimates for 2017/18.

Enid K Walsh
TOWN CLERK
24 August 2016

Summary Income & Expenditure by Budget Heading 31/07/2016

Month No: 4

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	Expenditure	13,473	4,510	40,500	35,990	35,990	11.1 %
	Income	35,583	16,673	36,000	-19,327		46.3 %
The Murray Hall	Expenditure	36,367	39,754	136,700	96,946	96,946	29.1 %
	Income	65,223	54,615	63,000	-8,385		86.7 %
Other Services (1)	Expenditure	7,756	5,352	11,200	5,848	5,848	47.8 %
	Income	1,767	600	0	600		0.0 %
Service Re-charge (2)	Expenditure	40,000	0	131,000	131,000	131,000	0.0 %
Roding Valley Rec Grd (3)	Expenditure	40,690	10,460	259,700	249,240	249,240	4.0 %
	Income	9,900	3,014	12,750	-9,736		23.6 %
Open Spaces (4)	Expenditure	19,900	2,886	22,300	19,414	19,414	12.9 %
	Income	0	0	125	-125		0.0 %
Playgrounds (5)	Expenditure	20,491	80,089	115,950	35,861	35,861	69.1 %
	Income	0	20,420	20,000	420		102.1 %
Skateboard Facility	Expenditure	11,201	0	36,410	36,410	36,410	0.0 %
	Income	250	0	0	0		0.0 %
Will. Rd. Playing Field	Expenditure	6,955	4,713	13,000	8,287	8,287	36.3 %
	Income	291	1,384	305	1,079		453.7 %
Van replacement fund	Expenditure	0	0	1,000	1,000	1,000	0.0 %
<u>INCOME - EXPENDITURE TOTALS</u>							
	Expenditure	496,833	147,764	767,760	619,996	619,996	19.2 %
	Income	113,012	96,706	132,180	-35,474		73.2 %
	Net Expenditure over	383,821	51,058	635,580	584,522		

Notes

- 1) Other Services – this includes £9,000 for community events, £1,200 for a defibrillator and £1,000 contingency. The £600 income relates to a donation for the Jessel Green community event.
- 2) The annual service recharge is £131,000. Position as at 31.07.16 = £43,667.
- 3) Roding Valley Recreation Ground year to date figure is £10,460. Position as at 31/07/16 including DSO grounds maintenance contract is £52,419. The budget includes £100,000 for the changing room improvements and £20,000 for the Charlie Moules bridge repair fund.
- 4) Open Spaces year to date figure is £2,886. Position as at 31/07/16 including DSO grounds maintenance contract is £7,705.
- 5) Playground expenditure includes £75,582 for the new equipment at the Traps Hill site. The income includes £20,000 from the Community Initiative Fund and a donation of £420 for a memorial bench.

Agenda item 6**Earmarked Reserves:**

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

	31.3.16
Recreation Committee	
Murray Hall	40,000
Kingsley Hall	30,000
Roding Valley Recreation Ground	135,250
Skate Park	32,000
Playgrounds	52,800
Open Spaces	3,000
Willingale Road Playing Field	10,800
Community events	2,000
Van replacement	6,000
Total	311,850

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Agenda item 5.3
Skate Park

Supplementary Report

The Committee is asked to consider plans for the October half-term events. These are organised in partnership with Skate Loughton and are likely to be held on 27/28 October at Roding Valley High School.

The Council's mobile skate boarding equipment will be in use on both days but, as before, we like to provide additional attractions to involve non-skateboarders. In the past the Council has offered cycle safety lessons, the large safety lorry (to show the blind spots and dangers to cyclists), free security marking of bicycles (by the police), a climbing wall and a small ice rink.

Two ideas for consideration are:

1. **Thursday – a trailer cave.** This would cost £1,000 net to be met from the Community Events budget.

The activity provides a fully mobile, interactive trailer cave. The overall design of the cave incorporates all of the exciting features of a real cave but condensed into 30 linear metres. Artificial caving systems provide a fun and exciting replication of real caving but in an a safe environment, similar to a mobile climbing wall. The Cave aims to educate, inspire and excite a new generation of subterranean explorers as well as making caving more accessible to those who would otherwise not get the chance to participate. Each caver is provided with a helmet and head torch and safety briefing.

See also <http://www.odinevents.com/the-trailer-cave/> for more information.



2. **Friday – a large half-pipe** with professional display riders and coaching as in 2014 and 2015, as detailed below. This would cost £1,990 net, to be met from the skate park budget (£36,000 available).

