



RECREATION COMMITTEE

Members of the Recreation Committee
are summoned to attend a Meeting at 7.45pm on
Wednesday 11 January 2017
at 1 Buckingham Court, Rectory Lane, Loughton
to transact the business shown in the agenda.

Enid K Walsh
Town Clerk
5 January 2017

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 2 November 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 Playgrounds – Min no RC21.3**
The trampoline surface at the Traps Hill play area was replaced just before Christmas at a net cost of £1,750. An order for a new bolt for the Traps Hill play area entrance gate and various other minor repairs at several play areas in the town has been placed.
 - 5.2 Community Events – Min no RC5.5**
 - 5.2.1 Park Run**
A trial event is to be held on the Roding Valley Recreation Ground at 9am on Saturday 7 January 2017 with regular weekly sessions to commence from Saturday 14 January.

The Service Manager will be in attendance at the trial event and council staff will continue to monitor the impact of this new activity.
 - 5.2.2 Christmas Events**
The Town Council in partnership with the Broadway Town Centre Partnership held a successful and well attended “Countdown to Christmas” event on Friday 25 November 2016 in the Broadway.

In addition to performances by local school choirs and students from the Epping Forest College, the children’s entertainer and two children’s funfair rides proved popular with local families.
 - 5.2.3 General**
The total net expenditure to date on community events amounts to £8,229 with an income of £1,287 from donations.

The 2017 community event on Jessel Green is proposed for Sunday 16 July 2017. Arrangements will be similar to those in 2016 and discussions are in hand with several local groups to finalise plans.

5.2.4 New Year's Eve

A request has been received from a local resident that Loughton organises a New Year's Eve event for families next year. He writes that 'parents don't mind paying an entrance fee. LTC could pay their staff a bonus and make a profit and families in Loughton would have somewhere to go and celebrate'. He was not bothered about a fireworks display and suggested 'just a DJ and a venue'.

The Committee is asked for its comments.

5.3 Community Halls – Min no RC21.5

5.3.1 Murray Hall

For information, the control unit for the cooling/heating system failed in December 2016. The part is now obsolete but contractors are endeavouring to source a second hand replacement unit. In the interim they have ensured the system is controllable manually. They will also provide a quote for an alternative redesign of this part of the system to enable the controls to be accessed from the ground floor of the building.

5.4 Open Spaces – Min no RC21.7

5.4.1 Hillyfields Open Space

The response from the public consultation held last November, regarding the proposed installation of a ditch and bund along the boundary of Hillyfields with Pyrles Lane and Rectory Lane to prevent vehicle incursions, has been very positive.

Details of the works to be carried out by the City of London will be finalised in discussion with town and district officers. The cost of these works is to be shared by the Town Council with the City of London which will carry out the improvements in-house; maximum budget of £1,000.

5.5 Community Initiatives Fund – Min no RC21.8

As previously reported at the meeting on 14 December 2016, the Council has been successful in its application for a £3,000 grant from Essex County Council towards the cost of two new outdoor table tennis tables. Officers will provide a detailed report on the options available and suitable locations on the Roding Valley Recreation Ground and the Willingale Road Playing Field.

5.6 Essex Police

The next Local Community Meeting for the Brentwood and Epping Forest District is to be held on Wednesday 25 January 2017 from 7pm - 8pm at St Mary's Church, 201 High Road, Loughton, IG10 1BB.

As this clashes with the Town Council meeting at which the budget for 2017/18 will be finalised, if there are any items that members wish to be raised at the police meeting, arrangements will be made for a Town Council officer to attend.

5.7 Council Vehicle

In December 2016, the Council van required additional garage repairs resulting from problems with the vehicle only making short journeys. The diagnostic check, diesel particulate filters (DPF) regeneration, oil and filter change costs amounted to £264 + VAT.

The Committee is advised that officers are looking into the options and costs for replacing the current van and leasing a petrol or electric vehicle. A report will be made to a forthcoming meeting.

5.8 Defibrillators

The Deputy Town Clerk met with Pesh Kapasiawala from the Loughton, Buckhurst Hill & Chigwell Rotary Club to discuss the possibility of working in partnership to provide a Community Automated External Defibrillator in Loughton. Since this initial meeting Pesh has confirmed that the Rotary Club had formally agreed to support the defibrillator project and partner with the Council.

The Club has also since raised over £500 following a fund raising event in Morrisons' supermarket and a raffle.

The cost of a defibrillator and cabinet varies depending on the design and supplier but is estimated at £1,200; other on-costs such as insurance, maintenance and electricity are being explored.

The Broadway Town Centre Partnership (BTCP) has also expressed an interest in being involved in this project as several of its members have completed their first aid training.

The Committee is asked to confirm that the Town Council should work in partnership with the Rotary Club, the BTCP and any other interested local groups to identify suitable locations and progress this initiative.

For information, the 2016/17 budget for this project is £1,200.

6 Loughton Youth Centre

Louisa Stirling, District Youth and Community Commissioner (West Epping Forest), has been invited to address the Committee to provide an update on the current activities at the Centre.

For information, the Town Mayor and the Chairman of this Committee both attended a celebration event at the Youth Centre on 23 November 2016 and the Chairman will provide a short report at the meeting.

7 Financial Position

* The current financial position is attached together with details of the funds available from earmarked reserves (see pages 5 – 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
5 January 2017

Summary Income & Expenditure by Budget Heading 31/12/2016

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	13,473	12,778	40,500	27,722	27,722	31.6 %
	Income	35,583	29,111	36,000	-6,889		80.9 %
The Murray Hall	Expenditure	136,367	96,344	136,700	40,356	40,356	70.5 %
	Income	65,223	71,436	63,000	8,436		113.4 %
Other Services (2)	Expenditure	7,756	8,229	11,200	2,971	2,971	73.5 %
	Income	1,767	1,287	0	1,287		0.0 %
Service Re-charge (3)	Expenditure	140,000	0	131,000	131,000	131,000	0.0 %
Roding Valley Rec Grd (4)	Expenditure	140,690	22,223	259,700	237,477	237,477	8.6 %
	Income	9,900	10,256	12,750	-2,494		80.4 %
Open Spaces (5)	Expenditure	19,900	8,671	22,300	13,629	13,629	38.9 %
	Income	0	0	125	-125		0.0 %
Playgrounds (6)	Expenditure	20,491	84,000	115,950	31,950	31,950	72.4 %
	Income	0	20,920	20,000	920		104.6 %
Skateboard Facility	Expenditure	11,201	1,990	36,410	34,420	34,420	5.5 %
	Income	250	500	0	500		0.0 %
Will. Rd. Playing Field	Expenditure	6,955	8,759	13,000	4,241	4,241	67.4 %
	Income	291	1,507	305	1,202		494.3 %
Van replacement fund	Expenditure	0	0	1,000	1,000	1,000	0.0 %
<u>INCOME - EXPENDITURE TOTALS</u>							
	Expenditure	496,833	242,995	767,760	524,765	524,765	31.6 %
	Income	113,012	135,016	132,180	2,836		102.1 %
	Net Expenditure over Income	383,821	107,978	635,580	527,602		

Notes

- 1) The Kingsley Hall budget includes £25,000 for replacement windows and doors.
- 2) Other Services – this includes £9,000 for community events, £1,200 for a defibrillator scheme and £1,000 contingency. The £1,287 income relates to donations received for the Jessel Green community event.
- 3) The annual service recharge is £131,000. Position as at 31.12.16 = £98,250.
- 4) Roding Valley Recreation Ground year to date figure is £22,223. Position as at 31/12/16 including DSO grounds maintenance contract is £99,704. The budget includes £100,000 for the changing room improvements project and £20,000 for the Charlie Moules bridge repair fund.
- 5) Open Spaces year to date figure is £8,671. Position as at 31/12/16 including DSO grounds maintenance contract is £17,268.
- 6) Playground expenditure includes £75,582 for the new equipment at the Traps Hill site (a retention of £3,978 outstanding). Income includes £20,000 from the Community Initiative Fund, a donation of £420 for a memorial bench and £500 from the Essex Playing Fields for Traps Hill playground.

Agenda item 7**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