



RECREATION COMMITTEE

Members of the Recreation Committee

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

Wednesday 9 January 2019

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

to transact the business shown in the agenda.

Enid K Walsh
Town Clerk
3 January 2019

Membership:

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

Councillors

R Brookes
S Murray

B Cohen
M Stubbings

J Jogia

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 7 November 2018.
- 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 Open Spaces – Min no RC88.9**
 - 5.1.1 Hillyfields Open Space Flood Alleviation Scheme**
For information, the Town Clerk has been in contact with the City of London and District Council officers to ensure that the Memorandum of Understanding with Essex County Council regarding the works associated with this scheme and the ongoing maintenance is satisfactory.
 - 5.2 Playgrounds – Min no RC88**
 - 5.2.1 Traps Hill Playground**
For information, the claim regarding the damage to the trampoline has now been settled.
 - 5.2.2 Newman’s Lane Playground**
Urgent repairs to the safety servicing under and around the basket swing are to be carried out at a net cost of £3,457.25.
 - 5.2.3 Safety Inspections**
The next 6-monthly inspections are scheduled for end of January 2019.
 - 5.3 Community Events – Min no RC88.2**
Following the successful 2018 Christmas events, officers are working on plans for 2019. For information, the provisional date for the annual charity fun run is Sunday 12 May 2019 and for Jessel Green, Sunday 30 June 2019.
 - 5.3.1 Play in the Park 2019**
Epping Forest District Council reports that during 2018 some 1,273 people took part in the Play in the Park activity programme throughout the district and without the contribution from the town and parish councils they would not be able to deliver the popular programme.

Each year they ask for town and parish councils to contribute towards the cost of delivering the programme as this contribution helps to deliver the programme to Epping Forest District residents free of charge but does not cover the full costs of delivering the programme.

To continue to offer the programme free of charge and maintain the high-quality delivery, they are requesting town and parish councils to increase their contribution per session from £65 to £85.

The Committee is asked to confirm that it wishes to continue to support this scheme with 2 sessions at the Roding Valley Recreation Ground during the Easter holidays and 10 sessions (5 each at Jessel Green and the Roding Valley Recreation Ground) during the Summer holidays – total cost £1,020 net.

5.3.2 Tennis Coaching

The Town and Community Development Officer is in discussion with the tennis coach regarding arrangements to hold coaching sessions during the Easter Holidays.

5.4 Defibrillators – Min no RC88.5

The first training session on CPR techniques and using the equipment is to be held at the Loughton Club on Tuesday 29 January 2019 at 7pm. Pre-booking is required through the Town Council.

5.5 Roding Valley Recreation Ground – Min no – Min no RC88.6

5.5.1 Improvements Project

The Working Party has continued to liaise with the architect to refine the plans. A detailed update will be provided at the meeting.

In discussion with the Chairman, the Town Clerk has recently appointed a consultant to carry out a VAT appraisal in connection with this project and that for the Kingsley Hall replacement windows and doors. The cost for this will be £1,140.80 net. Should partial exemption calculations be required the additional charges would be £195 per financial year.

5.6 Wildlife – Min no RC111

- * Cllr Murray has provided examples of posters that could help discourage the feeding of wildlife on and by the lake in the Recreation Ground. These could be displayed on the Town Council's noticeboards and also by the feeding platforms by the lake. See page 4.

More information on the appropriate feeding of ducks may be found at <https://www.britishbirdlovers.co.uk/bird-food/feeding-ducks>

5.7 Kingsley Hall – Min nos RC107.6

For information, the Architect has been asked to provide the drawings and detailed specification for the windows and doors without further delay.

The application to the Community Initiatives Fund (CIF) was unsuccessful on this occasion but there is a further opportunity to apply to the CIF Response Fund once costings are finalised. Other funding sources will be considered if necessary.

5.8 Essex Police – Min no RC107.7

For information, there will be an opportunity to speak to local officers at “Coffee with Cops” events on the following dates

- **Monday 7 January 2019, 9am to 11am**, at St Marys Church, High Road, Loughton, IG10 1BB
- **Thursday 17 January 2019, 5:30pm to 6:30pm**, IG9 Cafe, 4 Lower Queens Road, Buckhurst Hill, IG9 6DL

5.9 Skate Park – Min no RC107.9

There has been no response to date from the Loughton Youth Project to the Council’s initial proposals for the sale of the skateboarding equipment and trailer.

5.10 Willingale Road Playing Field

Further to the tree safety inspection, the Services Manager has sought quotations for priority works to the trees behind properties nos 1 – 31 Willingale Road. The cost of these works is likely to be around £5,000 and this is likely to be over budget for 2018/19. The Committee is asked to AGREE that the £1,000 contingency figure may be used if required.

6 Financial Position

- * The current financial position is attached together with details of the funds available from earmarked reserves (see pages 5 - 6).

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.

Enid K Walsh
TOWN CLERK
3 January 2019

Agenda item 5.6
Wildlife – Min no RC111



Summary Income & Expenditure by Budget Heading - 31/12/2018

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	14,042	13,237	35,280	22,043	22,043	37.5 %
		Income	36,498	33,967	37,000	-3,033		91.8 %
The Murray Hall	(2)	Expenditure	125,445	97,587	132,840	35,253	35,253	73.5 %
		Income	73,186	88,358	66,620	21,738		132.6 %
Other Services	(3)	Expenditure	14,875	15,130	12,200	-2,930	-2,930	124.0 %
		Income	8,129	6,173	0	6,173		0.0 %
Service Re-charge (Rec)	(4)	Expenditure	35,000	0	138,000	138,000	138,000	0.0 %
Roding Valley Recreation Ground	(5)	Expenditure	37,888	22,636	264,900	242,264	242,264	8.5 %
		Income	14,019	8,824	4,750	4,074		185.8 %
Open Spaces	(6)	Expenditure	23,488	7,983	26,790	18,807	18,807	29.8 %
		Income	225	0	0	0		0.0 %
Playgrounds	(7)	Expenditure	17,034	11,216	39,990	28,774	28,774	28.0 %
		Income	0	1,000	0	1,000		0.0 %
Skateboard Facility		Expenditure	0	0	10,000	10,000	10,000	0.0 %
Will. Rd. Playing Field		Expenditure	15,286	12,202	18,990	6,788	6,788	64.3 %
		Income	2,912	962	1,510	-548		63.7 %
Van replacement fund		Expenditure	0	0	1,000	1,000	1,000	0.0 %
<u>INCOME - EXPENDITURE TOTALS</u>								
Recreation Expenditure			483,058	179,992	679,990	499,998	499,998	26.5 %
Income			134,969	139,284	109,880	29,404		126.8 %
Net Expenditure over Income			348,089	40,708	570,110	529,402		

Notes

- 1) Expenditure appears low as the budget includes £25,000 for improvements to windows and doors not yet carried out.
- 2) Income includes £13,309 for 2019/20 paid in advance.
- 3) Budget includes £10,000 for community events, £1,200 for defibrillators and £1,000 contingency. Income from donations and sponsorship will offset the additional costs of the 2018 events.
- 4) The annual service recharge is £138,000. Position as at 31/12/18 is £103,500.
- 5) RVRG year to date figure is £22,636. Position as at 31/12/18 including the DSO grounds maintenance contract is £111,578. The budget includes £100,000 for the changing room improvements and £15,000 for the Charlie Moules bridge repair fund. Income includes £8,712 football fees & licence fees.
- 6) Open Spaces year to date figure is £7,983. Position as at 31/12/18 including DSO grounds maintenance contract is £17,731.
- 7) Playgrounds – budget includes £15,000 for major playground works at RVRG. Expenditure currently low but there are a number of repairs still to be invoiced.

Agenda item 7 cont'd**Earmarked Reserves:**

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

Recreation Committee	01.04.18
Murray Hall	40,500
Kingsley Hall	25,000
Roding Valley Recreation Ground	122,200
Skateboarding	10,000
Playgrounds	19,000
Open Spaces	2,500
WRPF	8,000
Community events	0
Defibrillators	0
Van replacement	7,000
Total	234,200