



RECREATION COMMITTEE

Members of the Recreation Committee

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

Wednesday 19 February 2020

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

to transact the business shown in the agenda.

**Mark Squire
Town Clerk**

13 February 2020

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 8 January 2020.
- 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 Hillyfields Open Space Flood Alleviation Scheme – Min no RC159.1**
 - I. Members to discuss and review whether they wish to request Essex County Council (ECC) to provide an interpretation board.
 - II. To discuss and review potential 'Green' landscaping /Health and Safety measures. The Town Clerk will update members on potential scenarios.
 - 5.2 Loughton Cricket Club (LCC) – Min no RC159.3**

Cllr D Wixley, the Town Clerk and the Chairman of LCC met with Mr David Sharman, (DS) Development Manager, Fields in Trust (FIT) on 28 January 2020. It was a productive meeting and the Town Clerk undertook to provide further supplementary documentation for the FIT legal advisors. Consideration will need to be given as to whether the cricket ground only should be included for protected status or whether the status should also include the cricket club buildings which could have potential future implications/complications. DS also informed that a potential grant of £5,000 could be made available as part of the 'Active Spaces' campaign to encourage adults to become more active. To discuss and review.
 - 5.3 Roding Valley Recreation Ground**
 - 5.3.1 Recreation Ground Planting Scheme – Min no RC159.4.1**

A site visit took place on 7 February 2020 involving the Epping Forest District Council (EFDC), Land Drainage Engineer. (See summary report on page 3)
 - 5.3.2 Rotary Club of Loughton, Chigwell and Buckhurst Hill, Loughton Family Feel Good Fair 2020**

The Services Manager will provide a verbal update.
 - 5.3.3 Dog Bins on the Recreation Ground – Min no RC159.4.4**

The Town Clerk has written to EFDC and a response is awaited.

5.3.4 Request for a Memorial Bench – Min no RC159.4.5

A site visit with the applicant has been arranged the Services Manager will provide a verbal report.

5.3.5 Roding Valley Recreation Ground Improvements Project - Min no RC159.4.6

A site visit between the Architect, Fund Raising Manager, Recreation Committee members, the Town Clerk and Services Manager has been scheduled for 13 February 2020. An initial verbal update will be provided at the meeting.

5.3.6 Cycle Paths – Min no RC159.4.7

The Epping Forest Transport Action Group (EFTAG) made a presentation to the full Town Council meeting on 11 February 2020, where a number of priority cycle routes were advocated for the immediate Loughton area. To receive and note.

5.4 Community Halls

5.4.1 Kingsley Hall – Min no RC159.5.1

A further survey took place on 21 January 2020. The Town Clerk and the Services Manager will provide a verbal update on the window replacement project.

5.4.2 Murray Hall

A Virgin Broadband technician was due to visit the hall on 11 February 2020 to set up a new Wi Fi system. An update will be provided at the meeting.

5.5 Tree Survey – Min no RC159.6

Extracts from the latest tree inspection (pages 7 – 19). Hardcopies of the full report will be available at the meeting.

6 Fun Run

An update for the Fun Run 17 May 2020 and recommendation for a minor change in pricing structure. (Page 4)

7 Skate Board Ramps

To review whether the skateboard ramps should

- I. continue to be kept in storage or
- II. sold off

There is likely to be a modest residual value.

8 Financial Position

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

9 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
13 February 2020**

Agenda Item 5.3.1
Roding Valley Recreation Ground - Planting Scheme

Site tour with Trevor Baker, Land Drainage Engineer, Epping Forest District Council (EFDC) on Friday 7 February 2020

Present

Trevor Baker (TB), Land Drainage Engineer (EFDC)

From Town Council:-

Cllr David Wixley

Cllr Tessa Cochrane

Cllr Judy Jennings

Cllr Stephen Murray

Cllr Chris Pond,

Cllr Michael Stubbings

Brent Smith (Assistant Clerk)

We started at the footpath to the Nature Reserve near to the Highwood Lane entrance to the Ground. Walking along the path towards the lake TB identified seven areas along the path where EFDC will be tidying up the trees and plants on the river bank. EFDC will also be planting more trees and smaller plants to help preserve the riverbank and to improve the look of the riverbank.

There will be four areas where EFDC will be moving the footpath further into the recreation ground away from the river, including in one place involving a cut through a hedge. The bench nearby will be moved to remain next to the path.

One area where the footpath is to be moved is next to Charlie Moules Bridge. TB said that EFDC will be looking to change this bridge with one that is more accessible with a slope to enable wheelchair users to cross the bridge.

The overall effect was to strengthen parts of the riverbank that needed it and to plant a few copses but not to put in too many trees, which would block the views to the Nature Reserve. The path would be moved in situations where erosion had moved the river too close to the existing footpath.

TB also identified a few areas where willow trees from the Nature Reserve had fallen across the river. EFDC would be talking to the owners of the reserve and asking them to clear and tidy the affected areas.

Finally we inspected the flooding around the playground area behind South Loughton Cricket Club. TB pointed out that this is flat land with no ditches or drainage for the water to escape.

There is a ditch in front of the hedge next to the playground, to the east, which was full of water the water did not seem to be flowing into the river. The water was particularly high up to the small footbridge that went through the hedge about halfway to the river. TB said he would be able to try and clear under the bridge to help the water flow to the river. However he added that he did not think this would alleviate the flooding behind the playground because, as mentioned, this is a flat piece of land and is not connected to this ditch.

TB thought that this flooding was due to the excessive rain we have had recently and would dry out eventually. Unless we looked at putting in a new set of drains or ditches we would have to expect this piece of land to flood during excessive rainfall.

BS/MS

Agenda Item 6
Fun Run

Fun Run 2020

Review of current pricing for the Town Mayor's fun run

Current Pricing;

£5 child

£10 adult

£20 family - for 1 x adult and 2 or more children.

This means if there is a second adult they have been paying a further £10 so are not really getting a family discount.

We would like it to be amended to £20 family - for 2 x adults and 1 or more children.

In addition, to try and increase participation this year we would like to add another category 'Teams' (the same as they do for the Debden Santa Run).

Teams would be in five and would pay £40 for a team (£8 pp instead of £10 pp) with a trophy for the First Team over the line.

And lastly, to add to the fun element for this year we would like runners (optional) to wear a 'onesie' and a trophy for the first 'onesie' over the line.

LG

Agenda item 7

Loughton Town Council
Summary Income & Expenditure by Budget Heading 31/01/2020
Recreation Committee Report

Month no 8

		Actual Last Year	Actual Year To Date	Current Annual Budget	Variance Annual Total	Funds Available	% of Budget
Recreation							
Kingsley Hall	Expenditure	18,436	17,878	20,550	2,672	2,672	87%
(1)	Income	39,162	42,632	41,000	-1,632		104%
The Murray Hall	Expenditure	132,636	108,812	136,200	27,388	27,388	79.9%
(2)	Income	84,399	95,323	76,428	-18,895		124%
Other Services (Rec)	Expenditure	15,595	5,646	21,250	15,604	15,604	26.6%
(3)	Income	6,223	0	0	0	0	0.0%
Service Re-Charge	Expenditure	138,000	0	146,000	146,000	146,000	0.0%
(4)							
Roding Valley Recreation Ground	Expenditure	128,202	26,388	268,900	242,512	242,512	9.8%
(5)	Income	10,012	8,079	9,450	1,371		85.5%
Open Spaces	Expenditure	20,701	14,427	23,800	9,373	9,373	60.6%
(6)							
Playgrounds	Expenditure	22,019	19,901	46,800	26,899	26,899	42.5%
	Income	1,000	0	0	0	0	0.0%
Will. Rd. Playing Field	Expenditure	20,034	11,908	19,500	7,592	7,592	61.1%
(7)	Income	1,039	1,233	900	-333	0	137%
Van replacement fund	Expenditure	0	0	1,000	1,000	1,000	0.0%

INCOME – EXPENDITURE TOTALS

Recreation Expenditure	495,623	204,961	684,000	479,039	479,039	30%
Income	141,835	147,268	127,778	-19,490	0	115.3%
Net Expenditure over Income	353,788	57,693	556,222	498,529	0	0

Notes:

- 1) Kingsley Hall income is slightly higher as we have had a extra hirers this year.
- 2) The Murray Hall income was higher than budgeted as we had extra hirers this year and E.15 have confirmed they will continue hiring Murray Hall next year between April and May 2020.
- 3) Other Services budget includes £10,000 for community events, £250 for defibrillators and £1,000 contingency.
- 4) The annual service recharge is £146,000. Position as at 31/01/20 = £115,000 which would equate to 78.8%.
- 5) Roding Valley Recreation Ground year to date Expenditure figure is £26,388. Position as at 31/01/20 including the DSO grounds maintenance contract is £114,020. Which would equate to 74.1% of Budget, taking into account the budget includes £100,000 for the changing room improvements and £15,000 for the Charlie Moules bridge repair fund.
- 6) Open Spaces year to date figure is £14,427. Position as at 31/01/2020 including DSO grounds maintenance contract is £23,955 which would equate to 100.6%.
- 7) Willingale Road Playing Field's income is paid in advance and so we have now received this year's payments for the football season.

Agenda item 8 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.

Schedule of Earmarked Reserves

	1.4.19
Recreation Committee	
Murray Hall	40,500
Roding Valley Recreation Ground	123,200
Playgrounds	34,000
Open Spaces	2,080
Willingale Road Playing Fields	7,000
Defibrillators	250
Van replacement	8,000
Total	215,030