

**LOUGHTON TOWN COUNCIL**  
**RECREATION COMMITTEE**

**MINUTES of the meeting held at Loughton Library & Town Hall, Traps Hill, Loughton IG10 1HD on Wednesday 2 June 2021 at 7.45pm**

**Present**

**Councillors:**

D Wixley (in the Chair)		
K S Fontenelle	L House	N Mackinnon
S Murray	M Stubbings	K Valentine

**Also in attendance** R Brookes (until min no 10)  
**Councillors:**

**Officers:** M Squire (Town Clerk)  
P Bryce (Assistant Town Clerk - Civic)

2 x Members of the Public

Chairman Cllr Wixley welcomed new members of the Council to the Recreation Committee.

**RC1 Apologies**

No apologies for absence were received.

**RC2 Declarations of Interest**

Cllr Wixley declared a non-pecuniary interest in agenda item 15, Hillyfields, as a district councillor for Fairmead Ward. Cllr Murray declared a non-pecuniary interest in agenda items 8, Car Park Gates as he is a local resident and agenda item 14 as he is Chairman of the Local Scout Committee and knew the two members of the public. Cllr House declared a non-pecuniary interest in agenda item 14 as he knew the two members of the public. Cllr MacKinnon declared a non-pecuniary interest in agenda item 10 as his wife's uncle was a Groundsman at SLCC.

**RC3 Confirmation of Minutes**

The Minutes of the meeting held on 3 March 2021 were CONFIRMED as a correct record and signed by the Chairman.

**RC4 Public Representations**

The Chairman reported that 2 members of the public had come to speak about agenda item 14. The Committee AGREED to bring that agenda item forward.

**RC5 Scout Hut Request**

A member of the public spoke about the need for a scout hut to cater for the many children on the Debden Estate. The Town Clerk read out an email request that he had also received from a representative from the board for the 16<sup>th</sup> Scout troupe in Debden who are desperate to find a suitable building or a piece of land where a scout hut could be built. They have a very long waiting list of children on the Debden Estate but have no facility for them.

The Committee reported that much of the land around the Debden Estate is owned by the Epping Forest District Council. Loughton Town Council could offer them Murray Hall to hire or Kingsley Hall, but with the NHS using Murray Hall at present

that would not be available until January at least, and Kingsley Hall already had full capacity of hirers.

Many ideas were reviewed without finding any obvious solution. Members would consider further but the residents were advised to contact Epping Forest District Council (EFDC) as any available sites in this area are more likely to be under the ownership of the District Council.

The two members of the public left the meeting.

**RC6 Town Clerk's / Chairman's Report**

The Town Clerk reported that the Junior Park Run at the Recreation Ground had now restarted and it was established that the adult run should be restated later in this month of June, all being well.

In later discussions it was noted that the work on Kingsley Hall windows would take place in August 2021. Also that whilst a number of orders had been placed to replace damaged parts on playground equipment, there was some delay from contractors for the provision of these parts.

The Chairman welcomed the new Committee members and highlighted a few of the Committee's working areas.

**RC7 Roding Valley Recreation Ground - Planting Scheme and Footpaths - Min no RC215**

The Chairman gave the new councillors on the Committee some background information about the tree planting and flood alleviation scheme. The Committee NOTED that one pathway section has been completed and two further sections of path diversion – by Charlie Moules Bridge and across by Loughton Brook should be funded by EFDC budgets as they are to facilitate the planting.

The planting scheme and the pathway by the bridge should be completed in the autumn. The Town Clerk would establish a priority order on the path work as certain sections are a higher priority.

The Chairman also invited new councillors to join him for a walk around the Recreation Ground so that he can point out all the areas that the Recreation Committee are responsible for. This could also be extended to a walk around the town to see other areas of responsibility. A date in July will be organised.

**RC8 Roding Valley Recreation Ground – Drainage Works – Min no RC216**

The Committee NOTED the update and acknowledged the shallow ditch work required.

**RC9 Roding Valley Recreation Ground - Car Park Gates Min no RC218**

The preferred contractor to carry out the work has now been established. The Town Clerk and Services Manager had recently made a further site visit to measure and establish the exact location for the gate, as near to the highway as possible. Advice from Essex Highways has now been sought as a precautionary measure, to ensure that there are no infringements of Highways safety

regulations. Unfortunately there has been some delay in progressing this project and the Town Clerk will expedite matters.

**RC10 Roding Valley Recreation Ground - Playground – Min no RC219**

A number of recommendations were noted by the Town Clerk. A public consultation would be needed with local residents in due course.

The Committee AGREED to appoint external Project Manager Maria Cook and to agree a budget of c85K for the project.

Cllr Brookes left the meeting.

**RC11 South Loughton Cricket Club (SLCC) / Loughton Athletic Club (LAC)**

The Town Clerk reported that a date for a site visit was being finalised.

**RC12 Requests – members to review and make recommendations**

**12.1 Memorial Tree**

The Committee AGREED a memorial tree and plaque to be planted on the Roding Valley Recreation Ground to commemorate Harley Watson. The Town Council would fund the planting.

The Committee AGREED to suspend Standing Order number 1(ff) and AGREED to conclude the meeting by 9.30pm.

**12.2 BBQ**

The Committee NOTED the bye - laws of the RVRG stipulates no fires, therefore no BBQs are allowed.

**12.3 Fenced off area for dogs**

The Committee AGREED to put this on the list of priorities. More research would be needed regarding the demand for such an area.

**12.4 Plant a tree for the Queens Jubilee**

Cllr Stubbings also mentioned a plant a tree initiative to commemorate the Queen's platinum jubilee. To be included in Agenda Item 19 Future Work of the Committee.

The Committee AGREED to suspend Standing Order number 1(ff) and AGREED to conclude the meeting by 9.45pm.

**RC13 Accumulation of waste by Loughton Brook at the rear of Broomfield Avenue garages**

The Committee NOTED that the debris had now been cleared from the riverbank, thanks to the considerable efforts from EFDC Officers and persistent chasing by Cllr Murray.

**RC14 Newman's Lane Playground**

The Committee AGREED that this would be the next playground to upgrade, following the completion of the Recreation Ground Playground project. The Committee also AGREED that given the large number of Town Council

playgrounds that a significant sum is earmarked and accrued on an annual basis towards the refurbishment of the numerous playgrounds.

**RC15 Hillyfields**

**15.1 Hillyfields Open Space Flood Alleviation Scheme - Min no RC 204**

The Committee NOTED that the Town Clerk continues to chase the remedial work required from Essex County Council.

**15.2 Hillyfields Litter Bins**

The Committee NOTED that the Town Clerk will continue to pursue EFDC for the replacement and installation of the outstanding litter bins.

The Committee AGREED to suspend Standing Order number 1(ff) and AGREED to conclude the meeting by 10.00pm.

**RC16 Murray Hall Update**

The Committee NOTED that The Town Clerk reported that he had not yet received a brief update from the Vaccination Centre Manager but positive reports from residents had been received and it was going very well.

**RC17 Land Adjacent to Willingale Road Allotment**

The Chairman gave some background information to the new councillors on the committee about the land and again offered a site visit of this piece of land to enable to the committee to have a better understanding.

The Committee AGREED to suspend Standing Order number 1(ff) and AGREED to conclude the meeting by 10.15pm.

**RC18 Financial Position**

The Committee NOTED the report. The Town Clerk highlighted the current earmarked funds reserves.

**RC19 Future Work of the Committee**

Plant a Tree for the Platinum Jubilee will be included on the next Agenda.

**Signed:** .....

**Date:** 7 September 2021