

THESE MINUTES NOT YET CONFIRMED

**LOUGHTON TOWN COUNCIL**

**RECREATION COMMITTEE**

**MINUTES of the meeting held at Loughton Library & Town Hall, Traps Hill, Loughton IG10 1HD on Wednesday 10 November 2021 at 7.45pm**

**Present**

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

**Also in attendance**

**Councillors:**

**Officers:** M Squire (Town Clerk)  
P Hoy (Services Manager)

**Also present:**

Syed Islam, Vice Chairman, Roding Valley Cricket Club  
Graham Pryke, Cricket Development Manager at Essex County Cricket Board

**RC41 Apologies**  
Apologies were received from Cllr Murray.

**RC42 Declarations of Interest**  
Councillor Wixley declared a non-pecuniary interest in agenda item 5 as he is a life member of the Essex Playing Fields Association (EPFA). He was aware that Roding Valley Cricket Club is a member of the EPFA and that he had met Graham Pryke at the recent EDFFA AGM and Awards Evening. Councillor Wixley also declared a non-pecuniary interest in agenda item 16 as a member of the EPFA and a volunteer judge (no role in judging the Loughton entries).

**RC43 Confirmation of Minutes**  
The Minutes of the meeting held on 7 September 2021 were CONFIRMED as a correct record and signed by the Chairman.

**RC44 Public Representations**  
The Chairman reported that two members of the public had come to speak about agenda item 5.

**RC45 Roding Valley Cricket Club (RVCC) - 2nd Ground Proposal**  
Syed Islam, Vice Chairman, Roding Valley Cricket Club and Graham Pryke, Cricket Development Manager at Essex County Cricket Board were introduced to the Committee. A presentation was made by Mr Islam in support of the club's request to install a second cricket pitch for use by the club's youth and Women's teams and its men's 3<sup>rd</sup> and 4<sup>th</sup> teams, on land that is on the Loughton side of the border with Buckhurst Hill.

The Committee considered the supporting information provided by Mr Islam and Mr Pryke, and AGREED to the request in principle.

Any firm decision will ultimately depend on the written permission of Epping Forest District Council (EFDC), (as landowner) which will be requested by the Town Clerk, and the ensuing due diligence process.

**RC46 Town Clerk's / Chairman's Report**

At the request of the Chairman, the Services Manager reported on the recent Epping Forest District Council (EFDC) Countrycare Volunteers' working day on the Willingale Road Nature Reserve. He said that that he would soon be arranging a visit to the nature reserve land adjacent to Willingale Road Allotments. Members will be sent a selection of alternative dates covering Fridays in November and December 2021.

The Chairman reported that in his capacity as an Epping Forest Tree Warden, he had attended a recent Tree Wardens' meeting and that plans were being made for TW's to carry out hedgerow surveys and that a survey of the hedgerows on the Roding Valley Recreation Ground should be considered. The volunteer Tree Wardens work under the guidance of the EFDC Countrycare team.

**Roding Valley Recreation Ground (RVRG)**

**RC47 Planting Scheme and Footpaths – Min no RC25**

The Committee NOTED that Epping Forest District Council (EFDC) is working towards completion of two additional path diversions and tree planting during this autumn.

**RC48 Drainage Works – Min no RC26**

The Committee NOTED that EFDC is working towards an autumn completion.

**RC49 Car Park Gates – Min no RC27**

The Committee NOTED the written report, and the Town Clerk gave a verbal update. The Committee AGREED to the employment of the security contractors to lock and unlock the gates daily, on a rolling one-year contract, effective as of four weeks after the car park sign is installed. The Committee also AGREED that the Town Clerk should discuss call-out fees with the Security contractors in the event that vehicles are left in the car park after it has been locked. On receipt of further information this matter will be referred back to the Recreation Committee working party for final decision.

**RC50 Playground – Min no RC28**

The Committee NOTED the written report and the Town Clerk gave a verbal update. The Committee considered all of the information provided and AGREED that the Town Clerk should instigate the tender process.

**RC51 Memorial Tree – Min no RC30**

The Committee NOTED that the Services Manager, along with Harley Watson's mother, had overseen the planting of a Maple Acer Freemanii Autumn Blaze tree in memory of Harley Watson, close to the lake at the recreation ground, on Thursday 4 November 2021.

**RC52 Plant a tree for the Queen's Platinum Jubilee – Min no RC 31**

The Committee AGREED that the grass area within the Murray Hall car park in front of the boundary wall was a suitable site for planting. Officers will now progress this matter. Some form of ceremony to mark the planting of the tree for the Queen's Platinum Jubilee may be appropriate.

The Committee AGREED to suspend Standing Order number 3(ff) and AGREED to conclude the meeting by 9.45pm.

**Halls**

**RC53 Murray Hall**

The Committee NOTED the report.

**RC54 Kingsley Hall**

The Committee NOTED that contractors had now completed the installation of the new windows and fire doors. The Services Manager is currently liaising with the project consultant to rectify an issue with the windowsills. However, notwithstanding this issue, officers are pleased with the end result.

**RC55 Family Fun Day – Jessel Green**

The Committee NOTED that Sunday 26 June 2022 had been agreed with the Red Balloon Charity Foundation, to stage the Family Fun Day at Jessel Green 2022. The Epping Forrest Community Church and Restore Community Church would now be approached as both organisations have traditionally been partners in the event.

**RC56 Playing Field Awards**

The Committee NOTED that the Chairman and Services Manager, attended the annual AGM and Awards Evening of the Essex Playing Fields Association in Chelmsford on Thursday 21 October 2021. The Town Council secured several awards from this years “Best Kept Playing Field” competition: a gold certificate in Class 1 (for playing fields serving communities of more than 2,500 residents) for Roding Valley Recreation Ground, and in Class 3 (for children’s playgrounds), a merit certificate was received for Westall Road playground. Most notably, Traps Hill playground was the outright winner of this category, judged to be the best playground out of 120 competition entrants. The Class 3 trophy and all certificates were displayed for members to see.

**RC57 Financial Position**

The Committee NOTED the report.

**RC58 Estimates for 2022/23**

The Committee NOTED the report and AGREED the recommendations subject to final budget review by early January 2022.

The Committee AGREED to suspend Standing Order number 3(ff) and AGREED to conclude the meeting by 10.00pm.

**RC59 Committee Priorities for 2022/23**

The Committee reviewed its priorities for 2022/23 and AGREED to insert “Roding Valley Recreation Ground – improvements to changing rooms exterior & surrounding area. All other priorities and ongoing activities were AGREED.

**RC60 Future Work of the Committee**

None were raised.

**Signed:** .....

**Date:** 12 January 2022