

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 Tuesday 7 June 2022 at 7.30pm**

**Present**

**Councillors:**

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

**Also in attendance**

**Officers:**

M Squire (Town Clerk)  
P Hoy (Services Manager)

Four members of the public

The Chairman welcomed Members to the first Recreation Committee meeting of 2022/23

**RC105 Apologies**

No apologies for absence were received.

**RC106 Declarations of Interest**

Cllr Murray declared a non-pecuniary interest in Agenda item 18 as he is a trustee of the Open Door Friendship Group. Cllr Wixley declared a non-pecuniary interest in Agenda item 13 as he is a life-member of the Essex Playing Fields Association and the Roding Valley Cricket Club is a member as a club.

**RC107 Confirmation of Minutes**

The Minutes of the meeting held on 9 March 2022 were CONFIRMED as a correct record and signed by the Chairman.

**RC108 Public Representations**

The Chairman reported that 3 members of the public had come to speak about Agenda item 5, and one member of the public had attended in relation to Agenda item 13.

**RC109 Loughton Film Club (LFC)**

Cllr Wixley made a further non-pecuniary declaration of interest as a former committee member of the film society. Three members of the now defunct Loughton Film Club addressed the meeting to explain why the club has ceased to operate. A cheque for £3,346.32 was given to the Town Council, the residue funds left in the club's bank account upon closure.

AGREED that these funds will be earmarked and used solely for local community grant funding.

The film club's equipment, currently stored at The Loughton Club, is to be sold with the proceeds to be donated to the Loughton Foodbank.

The Committee AGREED to bring that the following agenda item forward.

**RC110 Roding Valley Cricket Club (RVCC) request – Min no RC93**

Syed Islam, Vice Chairman, RVCC addressed the meeting. Members asked questions related to RVCC's request to have a cricket pitch sited on Loughton Town Council land,

AGREED that a further site visit would be arranged to allow Members, Officers Officers and RVCC to agree a precise location that is acceptable to the council.

AGREED that the Roding Valley Working Group would make the final decision on this matter and advise officers accordingly.

**RC111 Town Clerk's / Chairman's Report**

The Town Clerk asked members to take leaflets advertising the forthcoming Jessel Green Family Fun Day, to distribute them accordingly.

The Chairman reported that the RVRG had been identified as a possible SANG (Suitable Alternative Natural Greenspace), and informed members that a site meeting between Roding Ward Councillors, officers, representatives of Epping Forest District Council (EFDC) and other interested parties was currently being arranged. A report would be made at the next meeting, following the site visit.

The Chairman asked the Committee to appoint a representative to attend Epping Forest area meetings held by The Police, Fire and Crime Commissioner. Cllr House AGREED to represent the council at all meetings held by, and related to, Essex Police. Furthermore, it was AGREED that Cllr House would contact Caroline Wiggins, Safer Communities Manager at EFDC, to ascertain when meetings are due to be held.

The Chairman added that he had received favourable comments from two former Town Councillors regarding the Town Council playgrounds at Traps Hill and Felstead Road, as their respective grandchildren had enjoyed plying there.

He also mentioned the proposed hedgerow survey to be carried out on the Roding Valley Recreation Ground by the EFDC Countryside team in August 2022

**Roding Valley Recreation Ground (RVRG)**

**RC112 Planting Scheme and Footpaths – Min no RC86**

The Committee NOTED the report.

**RC113 Drainage Works – Min no RC87**

The Committee NOTED the report.

**RC114 Playground – Min no RC89**

The Committee also NOTED the report and AGREED the following proposals:

1. That the budget is set at £120,000.00 ex. VAT.
2. That Cllr's Wixley, Valentine and MacKinnon join the Town Clerk, Deputy Town Clerk and Services Manager in the selection panel for the tenders submitted.

**RC115 Tree Survey – Min no RC90**

The Services Manager reported that essential works to remove unsafe Cherry trees, as well as works to make safe other trees will be carried out from September 2022, following the end of the bird nesting season. The Town Clerk

and Services Manager would then draw up a plan for replacement trees to be planted in the coming years.

The Chairman stated that any felled logs could be placed around the RVRG to provide ecological benefits.

The Committee AGREED to vire funds from the Willingale Road Playing Field tree budget (and any other appropriate Budget headings) to cover part of the costs of the forthcoming programme of tree works at RVRG.

The Town Clerk reported that a former Town Councillor had been asked by a friend (at their own expense) if the Town Council could facilitate the planting of a memorial tree in the Debden vicinity.

Members advocated that EFDC should be contacted first as it was understood that they already had such a tree planting scheme. Failing that a tree could be planted at Hillyfields Green although memorial plaques are prohibited.

**RC116 Football Terms and Conditions**

The Committee NOTED the report and AGREED to change the Terms & Conditions so that from season 2022/23, teams who exceed their allotted 16 or 32 pre-paid games, will have to pay for any additional games at the casual hire rate, currently £61 + VAT.

**RC117 New Bench**

The Committee NOTED the report and AGREED to the request in principle and AGREED that Cllr Murray would discuss the request for a bench to be placed by the tennis courts, at greater length with the person who made the request. Cllr Murray to liaise with officers when more details known.

**Other Agenda Items**

**RC118 Willingale Road Nature Reserve – Min no RC94**

The Committee NOTED the report and AGREED that this item should be referred to the next meeting following more detail being gleaned from Epping Forest Countrycare, in particular regarding health and safety aspects.

The Committee AGREED that a follow-up visit should be arranged for members to return to view the site during the summer months. The Services Manager will discuss this with Countrycare Officers and contact members with prospective dates.

The Committee AGREED to suspend Standing Order number 3(ff) and AGREED to conclude the meeting by 9.30pm.

**RC119 GFA Loughton FC (GFA) – Min no RC96**

The Committee NOTED the report and AGREED, in keeping with the advice from the Fields in Trust, that it could not accept the installation of any type of fencing off of sections of council green open space. The Committee would however extend an invitation to GFA to attend a future meeting to make a presentation, and to see if the Committee could assist the club in any of its other aims.

The Committee AGREED to suspend Standing Order number 3(ff) and AGREED to conclude the meeting by 9.40pm.

**RC120 Murray Hall  
Improvements**

The Committee NOTED that the new ceiling lights and implementation of WIFI will take place in July 2022 when E15 Drama School take their summer recess.

**Defibrillator (defib)**

The Committee AGREED that officers should progress the acquisition of defibrillator, to be placed externally

The Committee NOTED that the E15 Acting School had committed to using the hall for the academic year 2022/23.

Cllr Murray declared an interest in the following Agenda item, as he is acquainted with the Manager of Kingsley Pre-School Nursery.

**RC121 Kingsley Hall**

The Committee NOTED the report and AGREED that Officers should enter into a dialogue with the owner/Manager of Kingsley Pre-School Nursery regarding afternoon hire charges. The Committee AGREED to reduce its afternoon charge to assist this well used and important facility within the Debden area. The Committee delegated responsibility for any decisions to the Chairman, Vice-Chairman and officers.

**RC122 Memorial Garden**

The Services Manager Reported that an order for the repair works, following ' Storm Eunice,' had been placed. Furthermore, an additional bench was also to be installed, with costs being met by the Open Door Friendship Group.

The Committee AGREED to suspend Standing Order number 3(ff) and AGREED to conclude the meeting by 9.50pm.

**RC123 Family Fun Day – Jessel Green – Sunday 26 June 2022**

The Committee NOTED the report.

**RC124 Financial Position**

The Committee NOTED the report.

**RC125 Future Work of the Committee**

No items were raised.

The Town Clerk Reported that Mr Fabrizio Luca Ferrari, Public Health Improvement Officer, Community, Culture & Wellbeing, Epping Forest District Council (EFDC), had been invited to address the next Committee meeting, to provide a short presentation on community health and wellbeing needs.

**Signed:** .....  
**Date:** 7 September 2022