

LOUGHTON TOWN COUNCIL

RECREATION COMMITTEE

**MINUTES of the meeting held at Loughton Town Council, Council Chamber,
1 Buckingham Court, Rectory Lane, Loughton IG10 2QZ on Wednesday 28 May 2025
at 7.30pm**

Present

Councillors:

K Valentine (in the chair)	
R Brookes (substitute for Cllr House)	N MacKinnon (from Min no RC106)
S Murray	M Stubbings
R Sylvan (from Min no RC106)	D Wixley

Also in attendance:

Officers:

M Squire (Town Clerk)
P Hoy (Services Manager)
D Taylor (Assistant Manager, Community and Services)

Also present:

Six members of Loughton Athletic Club (LAC)

RC102 Apologies

An apology had been received from Cllr House. The Town Clerk reported that Cllr Brookes had been appointed as substitute for Cllr House for this meeting.

RC103 Declarations of Interest

Cllr Murray declared a non-pecuniary interest in agenda item 5 as he has close links with LAC and a non-pecuniary interest in agenda item 7 as he lives opposite the Roding Valley Recreation Ground and is a foundation trustee of the Men's Shed Community project, also a non-pecuniary interest in agenda item 13 as a social member of South Loughton Cricket Club.

RC104 Confirmation of Minutes

The Minutes of the meeting held on 11 March 2025 were CONFIRMED as a correct record and signed by the Chairman.

RC105 Public Representations

None were received.

Councillors MacKinnon and Sylvan joined the meeting during the next item.

RC106 Loughton Athletics Club (LAC) Presentation

Six representatives of LAC were welcomed to the meeting. An oral update was provided on the athletic clubs' ambitions to embark on a project to renovate and upgrade its clubhouse on the Roding Valley Recreation Ground (RVRG), to mutually benefit the LAC community and the look and feel of the RVRG. The Committee was also updated on the improvement works carried out to date, and how it was proposed that the project would be funded.

One particular issue is the lease between Loughton Town Council (LTC) and LAC, due to expire on 1 May 2028. It was acknowledged by all parties that the relatively short duration of the remaining lease term may preclude LAC from obtaining funding

from some external sources, and that a longer-term lease would be needed. It was AGREED that the Town Clerk would contact Epping Forest District Council (EFDC/Qualis), to arrange a meeting with Qualis, LTC and LAC to seek to facilitate a new and extended lease (minimum period 10 – 20 years).

RC107 Town Clerk's / Chairman's Report

Members NOTED the reports. Members congratulated Debbie Taylor on her forthcoming appointment as Services Manager and also expressed their appreciation of the outgoing Services Manager Paul Hoy, for his outstanding contribution to LTC over the years.

Roding Valley Recreation Ground (RVRG)

RC108 Roding Valley Recreation Ground – Changing Rooms – Potential 'Men's Shed' Project – Min no RC92

Cllr Murray declared a pecuniary interest during the following item as a nominated trustee of the 'Men's Shed ' having originally declared a non-pecuniary interest at the beginning of the meeting and took no further part in the discussion.

A further meeting with a building contractor would take place in the following week. The additional report's findings are awaited. Initial indications are that the necessary building works for the two blocks and in between will be costly, excluding additional cost for fitting the buildings out.

The final report and costings are awaited, and a further update will be provided at the next Recreation Committee meeting.

RC109 Roding Valley Cricket Club (RVCC) – Min no RC93

Members NOTED the report.

RC110 Benches

110.1 New Bench – Min no RC94

Members NOTED the report. It was further reported that the bench had been well received by the family of the deceased.

110.2 New Bench Request

The Committee AGREED to a new bench and memorial plaque, requested by a local resident, which will be installed near the Charlie Moulls Bridge.

RC111 Bin Installation by the Lake

The Committee NOTED the report.

RC112 Erosion of Riverbank Adjacent to Footpath

Members AGREED to the installation of a permanent fence, similar to the fence installed by the undercut section of footpath close to Charlie Moulls Bridge in 2023.

RC113 Request for 9v9 Football Pitch Next Season

The Committee considered the request and AGREED (voting 5 in favour and 2 against) to reject the request from Redbridge Football Club. The fact that the club was not a Loughton based football club was also taken into consideration. Members AGREED to cease organised football on the RVRG for the foreseeable future.

RC114 South Loughton Cricket Club (SLCC)

The Committee AGREED that the Town Clerk should make a formal request to Qualis to have the outfield cut weekly during the cricket season. If there are any budget implications, SLCC would have to be consulted as they would be responsible for meeting any additional costs. In addition, the Committee requested Officers obtain quotes for grass cutting from alternative grounds maintenance companies.

Councillor MacKinnon declared a non-pecuniary interest during this agenda item, as his wife has a family relation within the club.

Other Agenda Items

RC115 Newmans Lane Playground Project – Min no RC95

The Committee NOTED that the new playground had been well received, and footfall had increased. No further vandalism has been reported since the initial first week of installation.

RC116 Jessel Green

116.1 Jessel Green Fun Day

Members NOTED the report and were asked to come forward if available to help on the day.

116.2 Fields in Trust status

Members NOTED that the Town Clerk is currently liaising with Mr Neil Bartlett (former Save Jessel Green campaigner), and he will liaise with the 'Recreation Projects Working Group' (RPWG) on developments.

RC117 Town Council Community Halls

117.1 Murray Hall

The Town Clerk advised the Committee that the Young Carers group will be using the Murray Hall garden in evenings and weekends when there are no hirers in the hall.

117.2 Kingsley Hall

The Committee NOTED the report and AGREED the recommended way forward, including that a token gift of appreciation should be given to the longstanding hall hirer. The office would liaise with the RPWG on developments.

Membership of the RPWG was reviewed. It was AGREED that membership should consist of Councillors MacKinnon, Murray, Sylvan and Wixley, Councillor Brookes was willing to be substitute in case of need.

RC118 Tree Whips – Min no RC97

Councillor MacKinnon reported that the whips had been planted on the RVRG on the mound near to the outdoor gym.

RC119 Loughton Cricket Club Boundary – Min no RC98

Members NOTED that the Town Clerk and Services Manager have agreed the site boundary measurements with Thornton Rones but are awaiting confirmation in writing from them.

RC120 Davenant Playing Fields – Min no RC63

Members NOTED the report.

RC121 Memorial Garden

121.1 Memorial Garden Bench

Members NOTED the report.

121.2 Memorial Garden Maintenance

Members NOTED that a site visit had just been made, the day before, involving Cllr Wixley, the Town Clerk, Assistant Services Manager and the gardening contractor. Some further options were evaluated. The Committee AGREED that Cllr Wixley would meet with former Cllr Angold-Stephens to discuss possible improvements to the site, and report back to a future meeting of the Committee.

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

RC122 Willingale Road Playing Field – Request for Football Pitches

The Committee AGREED to the request from Loughton Town FC.

The Committee also AGREED that the Services Manager should assess the site for a potential space for the installation of a 9v9 pitch, in response to the request received in Agenda Item RC112. Should a suitable space be identified, the football club who made the request would be contacted to see if they would be interested in this site. It was AGREED that any costs related to the installation of a brand new 9v9 pitch would have to be met by the football club.

RC123 Financial Position

The Committee NOTED the financial position as of 30 April 2025.

RC124 Future Work of the Committee

None to report.

Signed:

Date: 10 September 2025