

THESE MINUTES NOT YET CONFIRMED

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 10 September
2025 at 7.30pm**

Present

Councillors:

K Valentine (in the chair)	
I Allgood (Substitute for Cllr House)	N MacKinnon
S Murray	M Stubbings
R Sylvan	D Wixley

Also in attendance:

Officers:

M Squire (Town Clerk)
D Taylor (Services Manager)

Also present:

Epping Forest District Council, Cllr Chidi Nweke
C Couldrey (President, South Loughton Cricket Club)
A member of the public.

RC125 Apologies

An apology had been received from Cllr House, who is on extended leave. The Town Clerk reported that Cllr Allgood had been appointed as substitute for Cllr House for this meeting.

RC126 Declarations of Interest

Cllr Allgood declared a non-pecuniary interest in agenda item 6 as he is a Director of the Men's Shed Community project. Cllr D Wixley declared a non-pecuniary interest as he knew the three members of the public present at the meeting. Cllr S Murray declared a non-pecuniary interest in the following agenda items - 6 as he is a Director of the Men's Shed Community project. (He would leave the meeting and declare a pecuniary interest if there were any decisions to be made at this meeting) 8 as he is a social member of Loughton Athletics Club (LAC) and 10 as he is a member of Roding Valley Cricket Club (RVCC).

RC127 Public Representations

The Chairman reported that a member of the public had been invited to join the meeting to address the Committee on Agenda Item 19 and that the agenda item would be brought forward.

RC128 South Loughton Cricket Club (SLCC) Presentation – Min no RC114

Mr Chris Couldrey was welcomed to the meeting and gave an oral presentation (in addition to the written presentation received by members) on SLCC's request for a potential siting for a designated 'cricket nets' area (amongst other requests) on the Roding Valley Recreation Ground (RVCC).

Following the presentation there was a question-and-answer session. The Committee then agreed to Chris's suggestion that it would be useful to have a site meeting before any decisions could be made regarding SLCC's 'wish list' for the new lease. Accordingly, he would supply the Town Clerk with prospective dates to meet.

RC129 Roding Valley Recreation Ground – Changing Rooms – Potential ‘Men’s Shed’ Project – Min no RC108

EFDC District Cllr Chidi Nweke confirmed that the quote £435K for the basic refurbishing of the Roding Valley Changing Rooms was a substantial amount and it would be difficult to raise these funds. It is unlikely that the project will now be taken forward.

However, he is exploring, some final options

1. To renovate the building (by means of a construction company coming forward to sponsor the project)
2. To demolish the building and construct something new (e.g. wooden structure).
3. To receive any further options from this Committee, to be e-mailed directly to Cllr Nweke. *

The Chairman confirmed this item would be put on the next Recreation Committee agenda for the 5 November 2025.

RC130 Memorial Garden Maintenance – Min no 121.2

Former Town Councillor, Mrs Jill Angold-Stephens (JAS) was welcomed to the meeting. She explained the history and forming of the Memorial Garden and her current issues with the garden. Some suggestions and future planning options were discussed, to ensure garden maintenance, fertilising and general upkeep. JAS was prepared to pay some money towards the garden. Both JAS and Cllr Wixley volunteered their time to give advice on what was required to improve the garden. Feedback to be relayed to the current Gardening contractor. The Chairman noted that everyone in the community appreciates the garden.

The Committee AGREED that

- the budget would be reviewed (currently £1,530p.a.) in this year’s autumn’s budget process.
- in the meantime, the office would try to recruit volunteers via Facebook to maintain the garden.
- in the meantime, the newly recruited Maintenance Assistant, would use some capacity for working in the garden.

RC131 Confirmation of Minutes

The Minutes of the meeting held on 28 May 2025 were CONFIRMED as a correct record and signed by the Chairman.

RC132 Town Clerk’s / Chairman’s Report

Members NOTED the reports made by the Town Clerk regarding the two new members of staff and the good feedback they had received regarding Play in the Park, and asked members for any further feedback to be forwarded directly to EFDC.

Roding Valley Recreation Ground (RVRG)

RC133 Loughton Athletics Club (LAC) – Min no RC106

Members NOTED the report and that there had been no further response from LAC on the insurance claim

*please cc the Town Clerk

RC134 Epping Forest Special Area of Conservation – RVRG – Enhancement Project

The Committee NOTED the report and feedback from Cllrs Murray, Wixley and the Town Clerk. Whilst there was acceptance that not as much funding (as would have been liked) could be directed towards new pathways, the overall proposal sounded positive.

RC135 Roding Valley Cricket Club (RVCC) – Min no RC109

The Committee NOTED that all documentation had been signed off bar one 'statutory declaration, awaited from RVCC.

RC136 Benches – Min no RC110.2

Members NOTED the report.

RC137 Bins

The Town Clerk advised that meetings with the Qualis, Grounds Maintenance Operations Manager and Qualis Head of Operations has been arranged to discuss levels of service, contract responsibilities, and discuss the missing dog bins.

Members AGREED not to purchase a new dog bin until after The Town Clerk had had his meeting with Qualis representatives. Also, the office would look into stickers for the regular bins on the RVRG to advise people that they can put their dog waste in them.

RC138 Erosion of Riverbank Adjacent to Footpath – Min No RC112

Members NOTED the report.

RC139 Oak Processionary Moth (OPM)

Members NOTED the report.

RC140 Manhole Drain Cover

The Town Clerk read out email correspondence from Trevor Baker, the Principal Engineer, Environmental Protection & Drainage Contracts & Technical Services – EFDC.

Members NOTED that the manhole drain cover is not a Thames Water waste asset so they will not be repairing it. Highway Rangers would be attending to cut off the appliance, remove the remains of the upper courses of brickwork, in fill and make flush. Trevor Baker was thanked for all his assistance on chasing Thame Water and organising appropriate repairs.

Other Agenda Items

RC141 Jessel Green

RC141.1 Jessel Green Fun Day – Min no RC116.1

The Committee NOTED the report AGREED to the proposed date for next year's Jessel Green Fun Day as Sunday 26 June 2026.

RC141.2 Fields in Trust status – Min no 116.2

The Clerk advised that the support from local resident Neil Bartlett and the work on the digital invitation by the Committee Chairman was very much appreciated.

Members NOTED the report and the Chairman requested volunteers in due course, for 'post flyers' to be delivered to resident's properties.

RC142 Town Council Community Halls

RC142.1 Murray Hall

The Committee NOTED the confirmed booking by E15 Acting School for hall hire for the period September 2025 to May 2026.

RC142.2 Kingsley Hall – Min no 117.2

The Committee NOTED the report.

RC143 Loughton Cricket Club Boundary – Min no RC119

The Committee NOTED that 'Thornton Rones' had agreed the site boundary measurements with the Town Council in writing, which would be confirmed in due course by the Land Registry.

RC144 Willingale Road – Food Vendor Request

Members NOTED the report and requested that the applicant should approach Davenant Foundation School directly.

RC145 Willingale Road Playing Field – Request for Football Pitches – Min RC122

Members NOTED that there had been no indication from the football club that they wished to pursue a 9x 9 football pitch and no further action is required.

RC146 Financial Position

The Committee NOTED the financial position as of 31 July 2025.

RC147 Future Work of the Committee

Cllr Wixley requested that the plaque for former staff members Joan Innis, be replaced and placed at a higher level to prevent foxes taking it away in the future. Cllr MacKinnon requested that provision for a skatepark in the RVRC be brought to the next Recreation Committee, as an agenda item.

RC148 Exclusion of the Press and Public

The Committee was asked to RESOLVE to exclude the press and public from the following item in accordance with the Public Bodies (Admission to Meetings) Act 1960, as it contained confidential information relating to contractual matters.

RC149 Future provision of children's nursery facilities at Kingsley Hall

The Committee NOTED the report containing the various applicants, applications and contractual, discussions. Members AGREED that 'Fyfield Nursery' would be the preferred nursery provider and were pleased that a permanent tenant would now be in place. Local residents living in the immediate vicinity of Kingsley Hall would be informed of these developments in due course.

Signed:

Date: 5 November 2025