

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 5 November
2025 at 7.30pm**

Present

Councillors:

K Valentine (in the chair)
L. House
M Stubbings
D Wixley

N MacKinnon
R Sylvan

Officers:

M Squire (Town Clerk)
D Taylor (Services Manager)
C Carroll (Responsible Financial Officer (RFO))

Also present:

Chris Couldrey (President, South Loughton Cricket Club)

RC150 Apologies

An apology for absence was received from Cllr Murray.

RC151 Declarations of Interest

None were received.

RC152 Confirmation of Minutes

The Minutes of the meeting held on 10 September 2025 were CONFIRMED as a correct record and signed by the Chairman.

RC153 Public Representations

None were received.

RC154 Town Clerk's / Chairman's Report

- The Town Clerk welcomed Caroline Carroll the new RFO.
- Members were advised of works to be carried out on the Roding Valley Recreation Ground (RVRG) organised by Trevor Baker, Principal Engineer, Epping Forest District Council (EFDC) which consisted of various routine repair works and drainage maintenance.

Roding Valley Recreation Ground (RVRG)

RC155 South Loughton Cricket Club (SLCC) – Min no RC128

The Committee AGREED to support junior cricket and to the development of a junior cricket pitch on the RVRG, which would need to be incorporated into the new lease agreement which is due in September 2027.

RC156 Roding Valley Recreation Ground – Changing Rooms – Potential 'Men's Shed' Project – Min no RC129

The Town Clerk had approached EFDC District Cllr Chidi Nweke, both for an update and notice of the meeting. As he was not in attendance, the Committee AGREED to discuss the demolition of the buildings at the next Committee meeting.

RC157 Loughton Athletics Club (LAC) – Min no RC133

The Committee NOTED that LAC were reviewing the old lease agreement with a view to updating. Once the revised draft is received and agreed by the Town Clerk, it will be circulated to members to review before being drafted by solicitors and then formally adopted. Cllr Wixley requested that the lease included the running track so that Loughton Town Council (LTC) can have use of it.

RC158 Roding Valley Cricket Club (RVCC) – Min no RC135

The Town Clerk advised the Committee that work had commenced on the new cricket pitch and the measurements of the cricket square had been checked by the office. Notices to advise the public of these developments will be placed on noticeboards at the RVRG.

RC159 Meetings with Qualis

Members NOTED the report.

RC160 Bins – Min no RC137

Members NOTED that the Town Clerk will be arranging a meeting with the Team Manager, Waste Management EFDC.

RC161 Manhole Drain Cover – Min no RC140

The Committee NOTED the works were now completed and the Town Clerk thanked Trevor Baker, Principal Engineer EFDC for his assistance.

RC162 Skatepark

The Committee NOTED the report and

- were supportive of the project which would fill a gap in recreation facilities for young people. Whilst there is provision for team sports, there is little available for individual participation and a skatepark would be a positive away to introduce sport, beneficial for mental health and well being
- the plan to set up a Community Interest Company (CIC), to raise funding
- that Cllr MacKinnon would pursue further due diligence and make enquires regarding on going costs, and funding opportunities.

RC163 Fallen tree

Members NOTED this ad hoc expenditure.

Other Agenda Items

RC164 Jessel Green

164.1 Jessel Green Fun Day – Min no RC141.1

Members NOTED the correct date for this event next year is Sunday 28 June 2026.

164.2 Fields in Trust status – Min no 141.2

The Town Clerk informed members that the consultation will be launched in November 2025 in liaison with Mr Neil Bartlett.

RC165 Town Council Community Halls

165.1 Murray Hall

Members NOTED the new plaque (for Joan Innis) had been purchased and would be installed by the tree in the garden where the original plaque went missing.

165.2 Kingsley Hall – Min no 142.2

Members NOTED the positive news that the new children's nursery would be opening in January 2026.

RC166 Loughton Cricket Club Boundary – Min no RC143

The Committee NOTED the report.

RC167 Memorial Garden Maintenance – Min no 121.2

Members NOTED the report. The Town Clerk was asked to approach Essex County Councillor Marshall Vance for potential regarding Locality Funding for the garden.

RC168 Vandalism in Children's Playground

Members NOTED the damage in Newman's Lane playground and the continued cost of repairs due to vandalism.

RC169 Loughton Broadway defibrillator

The Committee AGREED

- to pursue a new location for the defibrillator in the Broadway
- that 'The Broadway Town Centre Partnership' be approached to seek another suitable local business premise along the Broadway
- that additionally when Town Councillors distribute leaflets for the 'Best Window' competition, they could liaise with shop owners on this matter.

RC170 Essex Playing Fields Association (EPFA) AGM & Awards Evening – 8 October 2025

The report was RECEIVED and NOTED. A photo opportunity will be arranged for LTC and Qualis staff.

RC171 Tree Survey

Members NOTED the report.

RC172 Events Request

The Committee OBJECTED to the request as not suitable, due to likely noise complaints (especially in the summer months) and the lack of parking. The primary reason for the objection was that the RVRG is a place for the whole community and not a suitable site for regular private events which would prevent the community from accessing parts of it.

RC173 Football Request

The Committee OBJECTED to the request as this would be a conflict of interest, given Willingale Road Playing Fields – Fields in Trust status.

RC174 'Bubbles for Paws' Business Request

The Committee OBJECTED to the request, primarily due to there being no facility for electric or water supply for their use.

RC175 Financial Position

The Committee NOTED the report.

RC176 2026/2027 Fees and Charges Review

The Committee AGREED to increase hire fees on the basis submitted.

RC177 Committee Priorities for 2026/2027

The Committee reviewed the priorities list for 2026/27 and AGREED that the provision of solar energy for Murray Hall, followed by demolition of the existing RVRG changing rooms as the immediate priorities.

RC178 2026/27 Budget

The Committee NOTED the report. The Town Clerk reiterated that these are early draft figures, and further amendments may be necessary later in the budget process.

RC179 Future Work of the Committee

Cllr House highlighted prospective information from a new Public Order Act, for which he will update members at a future meeting, when more detail is forthcoming.

Signed:

Date: 14 January 2026