

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 14 January  
2026 at 7.45pm**

**Present**

**Councillors:**

K Valentine (in the chair)

L House

S Murray

R Sylvan

N MacKinnon

M Stubbings

D Wixley

**Also Present:**

Cllrs Riley, Brooks, Allgood and Fontenelle

**Officers:**

M Squire (Town Clerk)

D Taylor (Services Manager)

**RC180 Apologies**

No apologies were received.

**RC181 Declarations of Interest**

Cllr S Murray declared a non-pecuniary interest in agenda items 6 and 8 as he is a social member of South Loughton Cricket Club (SLCC) and Loughton Athletic Club (LAC) and item 10 as a member of Epping Forest District Council (EFDC).

**RC182 Confirmation of Minutes**

The Minutes of the meeting held on 5 November 2025 were CONFIRMED as a correct record and signed by the Chairman.

**RC183 Public Representations**

None were received.

**RC184 Town Clerk's / Chairman's Report**

- The Town Clerk was pleased to report that Qualis had carried out clearance work at Roding Valley Recreation Ground (RVRG) on the grass encroachment on the path down from South View Road and alongside the tennis court running down to the South Loughton Cricket Club (SLCC) pavilion.
- He also reported that the newly appointed Maintenance Assistant continues to carry out great essential maintenance tasks around the town; further details to follow at the next meeting.

**Roding Valley Recreation Ground (RVRG)**

**RC185 South Loughton Cricket Club (SLCC) – Min no RC155**

Members NOTED the report. The draft lease document will be presented to the committee, once final arrangements are more established.

**RC186 Roding Valley Recreation Ground – Changing Rooms – Potential 'Men's Shed' Project – Min no RC156**

The Committee AGREED to move forward with demolishing the changing rooms. No further funding had been received from EFDC/Qualis or other sources to secure the Men's Shed Project. Budget is in place for the demolition project.

**RC187 Loughton Athletics Club (LAC) – Min no RC157**

The Committee NOTED that discussions are ongoing with LAC, regarding the draft lease to replace the existing lease (expiry date 1 May 2028).

**RC188 Roding Valley Cricket Club (RVCC) – Min no RC158**

The Committee NOTED the work continues on the new junior cricket pitch; the Clerk reported some disposal of waste earth had been displaced near hedgerows on the perimeter of the RVRG. The Town Clerk will reiterate to the club that this is not acceptable.

A local resident has raised concern about the health and safety issues this pitch could cause to other users of the RVCC in respect of cricket balls. The Town Clerk will confirm to the resident that the area is intended for all users including sports activities.

**RC189 Meetings with Qualis – Min no RC159**

Members NOTED a follow up meeting has been scheduled in for 26 February 2026 with Qualis.

**RC190 Bins – Min no RC160**

The Committee NOTED a response is still awaited from the Team Manager, Waste Management, EFDC for a meeting.\*

**RC191 Skatepark – Min no RC162**

Cllr MacKinnon provided an update following ongoing enquiries on potential costs, and 56 potential funding opportunities. Skate GB will help with funding and the Community Interest (CIC) will need to be set up. Further developments will be reported as and when.

**RC192 Daily Mile Request**

The Committee AGREED to the Daily Mile initiative being carried out on the RVRG by Alderton Junior School and Active Essex. The Town Clerk was asked to find out how often this activity would be carried out.

**RC193 Play in the Park 2026**

The Committee AGREED to approve payment of £856.00 for 8 sessions (at £107.00 each) in 2026, two in the Easter holidays and 6 in the Summer holidays split between Jessel Green and RVRG. Members agreed this was a great initiative.

**RC194 New Bench Request**

The Committee NOTED the request and AGREED in principle, subject to the wishes of the family.

**RC195 Jessel Green – Fields in Trust status – Min no RC164.2**

This project will now be 'kick-started' soonest in liaison with Mr Bartlett.

**RC196 Town Council Community Halls**

**196.1 Murray Hall**

Two quotes have been received for the replacement decking and steps, which will be covered /partially covered by the Locality Funding, for which £5,000 has been secured. The decision to install a ramp is not currently viable as a quote for circa £17,000 is well above budget. Yearly treatment of the new decking will be programmed in by the Services Manager.

\*A Zoom meeting has subsequently taken place, and a report will be provided at the next Recreation Committee meeting.

**196.2 Kingsley Hall – Min no 165.2**

‘Loughton Pre School’ successfully opened on 5 January 2026. The Town Clerk confirmed the nursery was settling in well and there were no issues to date.

**RC197 Loughton Cricket Club Boundary – Min no RC166**

Members NOTED that Thornton Rones and Loughton Cricket Club have both been chased to commence their respective tree clearance by their boundary, following a number of requests received from the Insurance Assessor.

**RC198 Memorial Garden Maintenance – Min no RC167**

Members NOTED that an application for Locality Funding, in conjunction with Essex County Councillor, Marshall Vance has been successfully secured for the purchase and planting of “bare root roses” and evergreen hedging for the flower beds.

**RC199 Loughton Broadway Defibrillator – Min no RC169**

The Committee NOTED the report.

**RC200 Tree Survey**

The Committee NOTED the report and the update from the Town Clerk. The extensive works will be prioritised, working alongside the Town Councils tree surgeon for advice. Although tree work budget has been increased over the years, this work will be funded via a number of budget headings and possibly some utilisation of General Reserves.

**RC201 Financial Position**

The Committee NOTED the current financial position together with details of the funds available from earmarked reserves.

**RC202 2026/27 Budget**

Members NOTED the 2026/2027 Budget, as detailed at the preceding Resources and General Services Committee budget meeting. Additional Earmarked Reserves have been allocated towards solar panels for Murray Hall, RVRG pathways and children’s playgrounds.

**RC203 Future Work of the Committee**

Nothing further to report.

Signed: .....  
Date: 11 March 2026