

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 27 May 2026
at 7.30pm**

Present

Councillors: K Valentine (in the chair)
S Murray M Stubbings
D Wixley

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

Also present: Cllr R Brookes

RC225 Apologies

No apologies were received.

RC226 Declarations of Interest

Cllr Wixley declared a non-pecuniary interest in the following agenda items. Agenda item 6 as he officially opened the Roding Valley Cricket Club (RVCC)'s new cricket pitch and café. Agenda Item 10 as he attended the recent Daily Mile. Agenda Item 17 as he opened Taylor's Cards new shop. Cllr Murray declared a non-pecuniary interest in the following agenda items. Agenda Item 7 as a social member of Loughton Athletic Club (LAC). Agenda Item 9 as he is likely to be a trustee of the Community Interest Company (CIC) for the Skatepark once the CIC has been established. Cllr Valentine declared a non-pecuniary interest in Agenda item 9 as her husband, Mr R Clutton, is involved with the Skatepark project.

RC227 Confirmation of Minutes

The Minutes of the meeting held on 11 March 2026 were CONFIRMED as a correct record and signed by the Chairman.

RC228 Public Representations

None were received.

RC229 Town Clerk's / Chairman's Report

Members NOTED that following Cllr Murray's request, the Roding Valley Recreation Ground (RVRG) car park was left open overnight on the 21 & 22 May to allow residents to park their vehicles as Roding Road was being resurfaced.

Roding Valley Recreation Ground (RVRG)

RC230 Roding Valley Cricket Club (RVCC) – Min no RC210

Members NOTED the new RVCC pitch is now up and running. RVCC will now be invoiced for the initial annual rent payment of £905.20 (exclusive of VAT).

RC231 Loughton Athletics Club (LAC) – Min no RC187 & RC157

The Committee AGREED the draft lease will be drawn up, with assistance from Solicitors, and members of the working group will be able to review it before being finalised.

The Committee NOTED the trees adjoining the clubhouse which youths were using to access the roof area of the clubhouse have been removed, Cllr Wixley reported there is a further tree which needs reducing, he will forward details by email to the Services Manager to address.

RC232 Meetings with Qualis – Min no RC211

Members NOTED Officers have a good working relationship with Qualis at present and the incoming Town Clerk and Services Manager will continue to meet periodically with Qualis to maintain this relationship.

RC233 Skatepark – Min no RC213

Members AGREED in the absence of Cllr MacKinnon this agenda item will be brought to the next Recreation Committee.

RC234 Daily Mile Request – Min no RC214

Members AGREED signage was not needed on the RVRG for the loop as the walk on the RVRG part is straight forward.

RC235 Bench Requests

235.1 Plaque Request

The Committee AGREED the request for an additional plaque on the Brian Newman Memorial bench.

235.2 Memorial Bench – Raymond Houghton – Min no RC194

Members NOTED the installation of the bench in memory of Mr Raymond Houghton.

235.3 Memorial Bench – Graham Appleton – Min no RC215

Members NOTED the Services Manager's comments that cricket balls are highly unlikely to reach the area of the proposed site for the bench, installation is now in hand.

RC236 Requests to Use the RVRG

236.1 Padel Courts

The Committee NOTED the report and AGREED that it would not support the request from this commercial enterprise, which would also potentially mean losing a section of the playing fields.*

RC237 Play in the Park Feedback

Members NOTED the report and the success of the Play in the Park sessions over the Easter break. More sessions are booked for the summer school holidays at both RVRG and Jessel Green.

RC238 Tree Survey – Min no RC222

The Committee NOTED once the second quote is received for the necessary tree works on the RVRG the best quote will be taken and works will commence immediately.

RC239 Decision on the Infrastructure Funding Statement – EFDC Funding – Min no RC217

The Committee AGREED a meeting should be set up with Epping Forest District Council (EFDC). Cllrs Murray, Wixley, Valentine and The Town Clerk will attend.

*Members subsequently discussed and would consider requesting a presentation from the company.

Other Agenda Items

RC240 Town Council Community Halls

240.1 Murray Hall – Min no RC196.1

The Committee NOTED the replacement decking work had been satisfactorily completed.

RC241 Loughton Broadway Defibrillator – Min no RC199

Members NOTED EFDC have been approached for their permission to site the defibrillator between Cranbrook Electrics and Taylor's Cards.

RC242 Jessel Green Fun Day- Sunday 28 June 2026 -

242.1 Update Report

Members NOTED

- the report and continued work in progress for this event,
- that the insurance liability for the event is covered under the Town Council's main insurance policy, and
- that consultation work will recommence on establishing Jessel Green with Fields in Trust status.

242.2 E-mail request received from EFDC

The Committee AGREED to EFDC having a consultation stall at Jessel Green Fun Day to reach out to tenants in the heart of the estate and encourage engagement in the area.

RC243 Willingale Road Community Orchard – see Environment and Heritage Committee minute 25.3.26 – Min No EH197

The Committee NOTED the recommendation from the Town Clerk to refuse the request for ponds at this site on health and safety grounds. The Committee recommended Officers ask for further details regarding size/depth of pond that Countrycare suggest.

RC244 Grass spraying

The Committee NOTED Cllr Wixley's remarks about spraying the grass around wooden posts in Loughton which has killed the grass, that could be cut. The Services Manager will mention this to Qualis and relay their response at the next Committee meeting.

RC245 Financial Position

The Committee NOTED the current financial position. Cllr Wixley stated that the £2,000 Speed Indicator should be on the Environment and Heritage Committee summary.

Members NOTED that at the next meeting 'RVRG pathways' should be put on the agenda to plan for the necessary works which are required and review budget for this undertaking

RC246 Recreation Projects Working Group

The Committee AGREED to nominate in addition to the Chairman, Vice-Chairman and Cllr Murray that Cllr MacKinnon (can accept or decline) sit on this working group along with the Town Clerk and Services Manager. It was further AGREED that the group should be allowed the flexibility to include individual ward councillors to contribute at appropriate times.

RC247 Future Work of the Committee

Nothing further to report.

RC248 Exclusion of the Press and Public

The Committee AGREED to exclude the press and public from the following items.

RC249 Roding Valley Recreation Ground – Changing Rooms Demolition – Min no. RC209

The Committee NOTED the three quotes received. The question was asked whether Loughton Town Council had to pay any tax regarding the demolition of the buildings? The Town Clerk would investigate.

RC250 Loughton Cricket Club Boundary – Min no RC219

The Committee NOTED the Town Clerk's remarks following a further site visit on Thursday 21 May 2026.

Signed:

Date: 9 September 2026