

LOUGHTON TOWN COUNCIL

RECREATION COMMITTEE

MINUTES of the meeting held on Wednesday 6 September 2017 at 7.45pm at Loughton Library & Town Hall.

Present:

Councillors: D Wixley (in the Chair)
R Brookes L Girling (until Min no RC56)
S Murray A Omer M Stubbings

Also in attendance:

Councillors: J Angold-Stephens

Officers: E K Walsh (Town Clerk)
P Hoy (Services Manager)

1 member of the public

RC49 Apologies

Apologies for absence were received from Cllr Cohen.

RC50 Declarations of Interest

Cllr Murray declared a non-pecuniary interest in Agenda item 5.10.6, Improvements Project, as he lived near the Roding Valley Recreation Ground. Cllr Murray also informed the Committee that he had sought advice on the level of his interest from the Deputy Monitoring Officer at Epping Forest District Council.

RC51 Confirmation of Minutes

The Minutes of the meeting held on 14 June 2017 were CONFIRMED as a correct record and signed by the Chairman.

RC52 Public Representations

A member of the public with an interest in Agenda item no 5.3, Community Halls addressed the Committee.

The Committee AGREED to bring forward Agenda item 5.3, Community Halls, as a member of the public was interested in this item.

RC53 Community Halls – Min no RC46.3

The Committee NOTED that the Community Centres Working Party had met on 29 August 2017 to discuss a wide range of issues including staffing, recycling, maintenance work and hall bookings.

The recommendations of the Council's Complaints Panel concerning parking issues connected with the Kingsley Hall were considered in detail but it was AGREED:

- i. to await the outcome of the proposed meeting with Epping Forest District Council and Essex Police provisionally scheduled for 18 September 2017 before reviewing the parking policy; and
- ii. that the Town Council should be represented at this meeting by the Town Mayor and the Chairman of this Committee.

RC54 Matters for Report

54.1 Playgrounds – Min no RC46.1

54.1.1 Safety Inspections

The Committee NOTED that the Services Manager was arranging for the minor works identified in the July inspections to be undertaken.

54.1.2 Table Tennis Tables

It was NOTED that arrangements for the removal of the vandalised table at the Willingale Road Playing Field were in hand. The supplier had offered to undertake the removal free of charge when they were next in the area. However, as this could be some months away, other options were being explored. The damaged table was inspected regularly to ensure it did not pose a safety hazard to other users of the site.

54.2 Community Events – Min no RC46.2

54.2.1 Jessel Green Family Fun Day – Min no RC46.2.3

It was reported that the 2017 Family Fun Day held on Jessel Green on Sunday 16 July 2017 was very well attended and hailed by residents as the best to date.

The partner organisations for this event, Epping Forest Community Church, Restore Community Church and the Red Balloon Family and all their volunteers were thanked for their hard work together with the event sponsors. The financial report was NOTED.

Discussions were already underway with the partner organisations regarding the 2018 event and the Committee CONFIRMED that arrangements for this may be progressed by officers.

54.2.2 Autumn Half Term event

The Committee NOTED the response from Skate Loughton and considered various options for activities during the half-term week at the end of October 2017.

Following the success of the Easter events, officers were asked to progress arrangements for additional tennis sessions for young people on the Roding Valley Recreation Ground courts.

54.2.3 Christmas events

Arrangements for the Countdown to Christmas event on The Broadway to be held on Friday 1 December 2017 were discussed and it was NOTED that the Broadway Town Centre Partnership had asked the Town Council to take the lead this year because of the liability concerns of their members.

The event would follow a similar format to that in recent years with musical entertainment and free children's rides.

In view of the increasing numbers of families attending this event and the related safety concerns for pedestrians, the Committee AGREED that a temporary road closure of The Broadway from 3pm to 6pm should be sought. The Committee further NOTED that the costs for this included £176 for the application to Epping Forest District Council, and in the region of £665 for a specialist contractor to handle the road

closure and provide the associated signage. TfL had kindly agreed to waive its fees for the bus diversions.

The Committee also NOTED that St Mary's Church in the High Road would be holding 'Sing Christmas' on Thursday 30 November at 4pm and that the Town Council's Light up a Life service for St Clare Hospice would be on Saturday 2 December on Kings Green meeting at 4.30pm in the foyer of the Methodist Church.

54.3 Community Halls – Min no RC46.3

The Committee supported the recommendation of the Community Centres Working Party that the wedding licence for the Murray Hall was not renewed.

54.4 Open Spaces – Min no RC46.4

54.4.1 Hillyfields Open Space

The report on the installation of the ditch and bund around the lower boundary of this site which had already provided a successful barrier against two recent incursions of travellers was NOTED.

Fly-tipping costs had amounted to £78 net of VAT.

54.4.2 School Green

It was NOTED that the City of London would ensure that the works to remove the concrete slabs and replace them with more suitable materials for this green were carried out as soon as possible.

54.5 Community Initiatives Fund – Min no RC30.5

The Town Clerk reported that from the suggestions put forward by the committees, that from the Environment and Heritage Committee for an environmental and heritage project, had met the criteria for this year's scheme and the application had successfully passed the first of the two rounds.

54.6 Essex Police – Min no RC46.6

Cllr Cohen was thanked for her report of the Local Community meeting held on 23 August 2017 at Limes Hall.

The Committee invited the Environment and Heritage Committee to request that speed checks be undertaken by the Safer Essex Roads partnership (SERP) in Valley Hall to address ongoing safety concerns.

54.7 Defibrillators – Min no RC39.10

It was NOTED that the District Council had deferred a decision on whether to make an award to the two town centre partnerships for this project until its meeting on 11 September 2017. A letter of support with full details of this partnership project had been sent by the Town Clerk to Cllr Helen Kane, the portfolio holder.

This had delayed the submission of an application to the Awards for All scheme to complete the finance for this project to install four defibrillators in the town.

54.8 Tree Safety Inspections

The Committee NOTED that in future, a budgetary allowance would need to be made for the cost of the ongoing inspection regime as recommended in the survey report.

54.9 Willingale Road Nature Reserve/Community Orchard

It was reported that a fruit picking and volunteer day arranged by Epping Forest Countrycare had been arranged for Thursday 21 September 2017 from 10am – 4pm. Countrycare staff would also carry out routine clearance work at a net cost of £360.

54.10 Roding Valley Recreation Ground

54.10.1 Tennis Coaching – Min no RC46.2.4

Epping Forest District Council's Sports Development and Health Team had run several tennis and basketball sessions during the summer holidays with the tennis coaching scheduled to continue into the Autumn term.

54.10.2 Teens Unite Event

The Committee NOTED that following discussions with members, permission had been given for a charity event to be held on Sunday 1 October 2017 on the field by the lake. This event was aimed at under 16s to encourage youngsters to get active and raise funds for the teenage cancer charity.

All the necessary risk assessments had been carried out with the organiser. The event would have limited publicity targeting local schools which included the advice that there was no parking at the venue to encourage people to walk or use public transport. Advance signage would be posted around the Recreation Ground to warn other casual users, and nearby properties in Greensted Road would be advised by letter.

54.10.3 Chigwell and Epping Forest Orienteering Club

The Committee NOTED that this Club had been granted permission to stage a small introductory and training event on Saturday 16 September 2017. They expected about twenty participants. The event would be held in the morning starting at 10.30am so as not to clash with the Park Run event.

54.10.4 Gas Pipeline

It was reported that, following complaints made by the Council, the large marker post installed earlier this year by National Grid near the Greensted Road entrance had been removed.

For information, the high-pressure gas pipeline runs across the Recreation Ground. This incident was useful in as much as National Grid provided a plan of the pipeline route and safety instructions that require the Council to contact them in advance of any works involving ground disturbance. These included for example fencing, ditch or drainage works, tree planting or the installation of a new path or play equipment on or near the route.

54.10.5 Football Changing Rooms

The Committee NOTED that the annual safety checks had identified problems with the water supplies to the showers. This had meant that whilst access to the changing rooms and toilets was maintained no showers were provided for use by the football teams.

Officers had considered various options endeavouring to resolve this situation but it appeared likely that this situation would remain for the whole of the 2017/18 season.

The Committee AGREED to offer a ten per cent discount to teams in this regard.

The Committee AGREED to suspend Standing Order number 1(ff) and AGREED to conclude the meeting by 9.45pm.

54.10.6 Improvements Project

The Committee AGREED to form a small working party to help progress the major improvement project for the changing rooms' area, noting that terms of reference would be drawn up for approval at the next meeting.

The membership of this working party would comprise the Chairman, Vice Chairman and Cllr Murray.

RC55 Financial Position

The Committee NOTED the report.

RC56 West Essex Clinical Commissioning Group Consultation

The Committee AGREED to respond to the West Essex CCG consultation as follows:

The Council is generally satisfied with the proposal to limit the prescribing of over the counter medicines and products for short-term conditions and minor ailments providing the following two caveats are enforced:

1. A doctor will continue to be able to prescribe medicines where a treatment is needed for a long-term condition or a patient needs quantities that are not legally able to be bought over-the-counter; and
2. If a GP or prescribing nurse is concerned for the welfare of a patient, a prescription would be issued.

The Committee AGREED to suspend Standing Order number 1(ff) and AGREED to conclude the meeting by 9.50pm.

Cllr Girling left the meeting.

RC57 Training and Conferences

The Committee APPROVD the attendance of

- i) Cllrs Angold-Stephens and Pewsey at the EALC's "Preparing for the General Data Protection Regulation" briefing on Thursday 9 November 2017; and
- ii) Cllr Omer at the EALC's Councillor Training Day on Tuesday 14 November 2017

to enable them to claim travel expenses if they wished.

RC58 Future Work of the Committee

58.1 Sports Development Team

The Committee AGREED to invite a member of the District Council's Sports Development Team to a future meeting to give a presentation on their work.

Signed:
Date: 8 November 2017