

**LOUGHTON TOWN COUNCIL**

**RECREATION COMMITTEE**

**MINUTES of the meeting held on Wednesday 10 January 2018 at 7.45pm at Loughton Library & Town Hall.**

**Present:**

**Councillors:** D Wixley (in the Chair)  
R Brookes B Cohen S Murray  
A Omer M Stubbings

**Also in attendance:**

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

**RC69 Apologies**

No apologies for absence were received.

**RC70 Declarations of Interest**

No declarations of interest were received.

**RC71 Confirmation of Minutes**

The Minutes of the meeting held on 8 November 2017 were CONFIRMED as a correct record and signed by the Chairman.

**RC72 Public Representations**

No public representations were received.

**RC73 Matters for Report**

**73.1 Playgrounds – Min no RC54.1**

**73.1.1 Traps Hill Playground**

The Town Clerk provided a report on efforts to secure a contribution towards the cost of the works to replace the vandalised trampoline.

The Committee AGREED to continue to seek a significant contribution and, should an unsatisfactory response be received, the Town Clerk was asked to pursue the debt through the small claims court process.

**73.1.2 Safety Inspections**

The Committee NOTED the RoSPA inspections would be carried out at all play areas, outdoor gyms, football pitches and ball courts later in January 2018 at a net cost of £1,133.35.

**73.2 Community Events – Min no RC54.2**

**73.2.1 Christmas events**

The Committee NOTED the income and expenditure report on the Countdown to Christmas event held on The Broadway on Friday 1 December 2017.

Members thanked Lorraine Gibson, Town and Community Development Officer, for her work on this and, in particular, for securing sponsorship for the event from local businesses.

**73.2.2 Annual Town Mayor's Charity Fun Run**

The Committee NOTED the date of the 2018 Fun Run had been confirmed as Sunday 29 April at 10.30am on the Roding Valley Recreation Ground. The 4km run would be preceded by a warm up session at 10.15am. Other arrangements were to be as in previous years, with the chosen charity this year to be the Chigwell Riding Trust.

Registration and sponsorship forms would be available from the Council Offices in the Library and Geraldine's hairdressers in The Broadway and from the Council's website.

**73.2.3 Play in the Park**

The Committee CONFIRMED the Town Council's participation in this year's scheme organised by Epping Forest District Council, noting that each session would require a contribution of £65.00 towards the associated costs.

There were to be two sessions in April on the Roding Valley Recreation Ground and a total of ten in August with five each on Jessel Green and the Recreation Ground.

**73.2.4 Jessel Green Fun Day**

The Committee asked the Town Clerk to submit a licence application to Epping Forest District Council for this event to be held on Sunday 15 July 2018.

**73.2.5 Tennis Coaching**

The Committee NOTED that weekly sessions arranged by the District Council continued at the courts on the Roding Valley Recreation Ground and would include an additional session during the half term school holiday in February. Town Council officers were asked to arrange for additional coaching sessions for children during the Easter Holidays as in 2017.

**73.2.6 Football**

Further to a suggestion made by the Chairman, the Services Manager was to meet with District Officers to discuss opportunities to introduce walking football and ladies football sessions on the Recreation Ground.

**73.3 Willingale Road Playing Field**

The Committee NOTED that an order to remove the vandalised table tennis table had been placed at a net cost of £435.

**73.4 Essex Police – Min no RC54.6**

The Committee NOTED that the next local community meetings were scheduled as follows:

- Thursday January 11, 2018, 7pm to 8pm, Roding Hall, 26 Station Way, Buckhurst Hill, IG9 6LN
- Wednesday April 4, 2018, 7pm to 8pm, Murray Hall, Borders Lane, Loughton.

Cllr Cohen confirmed that she would be able to attend the meeting on 11 January 2018.

The Chairman informed the Committee that the Resources and General Services Committee had agreed that the Recreation Committee meeting scheduled for 4 April 2018 should be brought forward by one week to 28 March to enable members to attend the police meeting in the Murray Hall.

**73.5 Defibrillators – Min no RC54.7**

The Committee NOTED that in December 2017 the District Council confirmed the following grant awards for this equipment:

The Broadway Town Centre Partnership	£1,500
Loughton First (High Road Town Centre Partnership)	£1,000

The Council was grateful to the local Park Run group which had also raised sufficient funds for a defibrillator to be used for organised activities and events at the Roding Valley Recreation Ground.

Officers would now progress this project.

**73.6 Roding Valley Recreation Ground – Min no 54.10**

**73.6.1 River Roding – Planting Project**

The report from Chris Neilan, Principal Officer – Green Infrastructure, Trees & Landscape Strategy at Epping Forest District Council, regarding a woodland planting project along the Roding proposed by the Environment Agency, had been circulated to members. The proposed tree planting was linked to a scheme to tackle river bank erosion.

It was NOTED that a site meeting was to be arranged to enable the concerns raised by the Chairman regarding previous works to reduce bank erosion to be discussed.

**73.6.2 Improvements Project**

It was NOTED that the District Council had published its draft version of the playing pitch strategy and that a meeting of the working party to develop the improvements plan for the football changing rooms and car park area was to be convened shortly.

**73.6.3 Mobile Refreshment Facility**

Expressions of interest would now be invited from suitable operators able to provide a temporary mobile refreshment facility under licence for the Recreation Ground. This would help to better gauge the viability of including a café in the plans for the refurbishment of the changing rooms.

**RC74 Financial Position**

The Committee NOTED the report.

**RC75 Murray Hall**

**75.1 Exclusion of the Press and Public**

The Committee RESOLVED to exclude the press and public from the next item under the Public Bodies (Admission to Meetings) Act 1960, as it contains confidential information relating to hall hirers.

**75.2** The Committee considered the complaint received from a hall hirer regarding problems with the heating at the hall during their event.

It was AGREED to offer, without prejudice, a fifty per cent refund on the hire fees in recognition of the problems experienced on that occasion.

**RC76 Future Work of the Committee**

Members AGREED to recognise the contributions of the following, through presentations at the Annual Town Meeting:

- i. The grounds maintenance contractors whose work had helped the Town Council win awards from the Essex Playing Fields Association awards; and
- ii. Volunteers who regularly litter picked Town Council sites.

**Signed:** .....  
**Date:** 28 March 2018