

THESE MINUTES NOT YET CONFIRMED

**LOUGHTON TOWN COUNCIL**

**RECREATION COMMITTEE**

**MINUTES of the meeting held on Wednesday 6 March 2019 at 7.45pm at Loughton Library & Town Hall.**

**Present:**

**Councillors:** D Wixley (in the Chair)  
R Brookes B Cohen J Jogia (from Min no 124.1.1)  
S Murray A Omer M Stubbings

**Also in attendance:**

**Officers:** M Squire (Town Clerk)  
P Hoy (Services Manager)

**RC120 Apologies**

No apologies for absence were received.

**RC121 Declarations of Interest**

Councillor Wixley declared a non-pecuniary interest in Agenda item 5.1.1, Hillyfields Open Space Flood Alleviation Scheme, as he is a District Councillor for Fairmead Ward.

Councillor Murray declared a non-pecuniary interest in Agenda item 5.5.1, Roding Valley Recreation Ground, as he lived nearby.

Councillor Omer declared a non-pecuniary interest in Agenda item 5.3.2, Tennis Coaching, as he is acquainted with the tennis coach.

**RC122 Confirmation of Minutes**

The Minutes of the meeting held on 9 January 2019 were CONFIRMED as a correct record and signed by the Chairman.

**RC123 Public Representations**

None were received.

**RC124 Matters for Report**

**124.1 Open Spaces – Min no RC117.1**

**124.1.1 Hillyfields Open Space Flood Alleviation Scheme**

The Committee NOTED the report given by the Town Clerk on the draft Agreement and Licence.

**124.1.2 Archaeological survey**

The Committee NOTED the report given by the Town Clerk on the pieces of pottery that had been found on the site during the recent archaeological survey. The Committee AGREED that the artefacts should be returned to the council as soon as analysis was complete. The Town Clerk was asked to contact Essex County Council in this regard to ensure the return of the pottery and to arrange for them to be displayed at the Epping Forest District Museum.

**124.2 Playgrounds – Min no RC117.2.4**

**124.2.1 Safety Inspections – Min no 117.2.4**

The Committee NOTED that the RoSPA inspection had been undertaken at all play areas, outdoor gyms, football pitches and ball courts. The Services Manager reported that no major works had been identified in the report, and that quotes for minor works were being sought from contractors.

**124.3 Community Events – Min no RC117.3**

**124.3.1 Play in the Park 2019 – Min no 117.3.1**

The Committee NOTED that two sessions were to be held at the Roding Valley Recreation Ground during the Easter holidays on Wednesday 10 and 17 April. Ten further sessions (5 each at Jessel Green and the Roding Valley Recreation Ground) were to be held during the summer holidays; dates to be confirmed.

**124.3.2 Tennis Coaching – Min no 117.3.2**

The Committee NOTED that two one-hour coaching sessions at Roding Valley Recreation Ground for children had been arranged for the afternoons of the two Tuesdays and Thursdays during the Easter school holidays, at a cost of £240. The fees per child would be £2.50 per session with all equipment provided. The sessions are aimed at 4-11 year olds (4-8 year olds 2pm to 3pm and 8-11 year olds 3pm to 4pm). The coach James Biggane, is a professional LTA licensed coach, who has successfully run sessions on our behalf previously.

**124.3.3 Athletics sessions**

The Committee NOTED that Athletics and Street Tennis sessions, held at Roding Valley Recreation Ground each Saturday between 8.45am and 10.00am, were both attracting between six and ten participants each week. The Committee AGREED that the Services Manager should contact the EFDC Officers running the sessions to ascertain how many of the participants were Loughton residents.

**124.3.4 Jessel Green**

The Committee NOTED that council officers would be meeting with event partners on 8 March 2019 at the Grosvenor Hall to begin planning this year's event, which is taking place on 30 June 2019.

**124.3.5 Requests to hold events**

The Services Manager reported on requests from three organisations (youth theatre, dog shelter charity and a circus) to hold events on the Roding Valley Recreation Ground. The Committee AGREED that a circus was an unsuitable event for the Roding Valley Recreation Ground, due to the thin and linear site area, limitations with parking - on-site and off-site, and poor vehicle access and ingress on the approaches to the site via neighbouring roads. The Committee also AGREED that further information was required from the organisers of the two other events before a decision could be made. The Services

Manager would report back when more information had been received.

**124.4 Defibrillators – Min no RC117.4**

The Committee NOTED that the second training session on CPR techniques and using the equipment had been held at Murray Hall on Thursday 28 February 2019. The Services Manager reported that a total of 12 staff, four councillors, and 15 representatives from partner agencies had attended the two sessions held so far, and that a further session would be arranged during May 2019.

**124.5 Roding Valley Recreation Ground – Min no RC117.5**

**124.5.1 Improvements Project – Min no 117.5.1**

- The Town Clerk reported on the recent Working Party meeting and showed members the latest plans.
- The Town Clerk reported on discussions that he had held with the architect, Essex FA and the Football Foundation, regarding refinements to the initial design.
- The latest technical information on the stairwells were reviewed. The removal of one stairway had been mooted by various external parties. The general consensus amongst members was to keep all existing stairways.
- He reported on recommendations made by Essex FA suggesting that a consultant be sought to oversee the project and to enhance grant funding. The Committee AGREED to this proposal and the Town Clerk would obtain costings, in accordance with Standing Order provisions.
- He would speak to the Town Clerk at Epping as their Town Council had recently completed a similar project.
- He would also register an interest for potential funding with the Essex Local Delivery Pilot (Essex LDP) and investigate whether any other additional funding sources are available.

**124.5.2 Wildlife – Min no RC117.6**

The Committee NOTED that posters were now on display on the Town Council's noticeboards, and that an electronic copy of the poster had been sent to all schools in Loughton. The Services Manager would ensure that posters were strategically displayed around the lake.

**124.6 Kingsley Hall – Min no RC117.7**

The Town Clerk reported that he and the Services Manager were to visit the hall on 7 March 2019. Following the site visit, contact would be re-established with the consultant and the matter progressed.

**124.7 Essex Police – Min no RC117.8**

The Chairman reported that he had missed the last "Coffee with Cops" meeting on 7 January 2019, notice from the Essex Police website that the timing of the meeting had been changed was too late. The next "Coffee with Cops" meeting would be held at St Mary's from 10am to 11am on Monday 18 March 2019. The next local police event was a question and

answer session with Chief Inspector Basford, to be held at Buckhurst Hill Library on Wednesday 13 March 2019 from 6.30pm to 8.30pm.

**124.8 Willingale Road Playing Field – Min no 117.10**

The Committee NOTED that priority works to trees behind property no's 1 – 31 Willingale Road had been completed at a cost of £5,200.00. The Services Manager gave a report on the nature of the work carried out at this largely inaccessible part of the site, and informed the Committee that further follow-up works would be carried out in the coming months.

**124.9 South Loughton Cricket Club – Min no 117.12**

The Town Clerk reported that he had spoken to the Chairman of the Cricket Club and a planning application had been put forward for the secure storage container. The Chairman was grateful for the support received from Loughton Town Council.

*\*At the Planning and Licensing Committee Meeting on 4 March 2019, a deemed permission application was provided for the committee's information only.*

**124.10 Loughton Cricket Club – Min 117.13**

The Town Clerk reported he had been notified by the solicitor that the transfer of land and lease had been finalised, bar a few last searches.

**124.11 River Roding – Planting Project – Min no 117.14**

The Committee NOTED the report.

**124.12 Epping Forest Youth Council (EFYC) Drugs Project Report**

The Chairman reported that he had seen the Epping Forest Youth Council Drugs Project Report presentation. Hardcopies of the project report were distributed to all Committee members.

**124.13 Contractor charges**

**124.13.1 Memorial Rose Garden and Murray Hall**

The Committee NOTED the report given by the Services Manager, and AGREED that comparison quotes be sought for financial year 2020/21.

**124.13.2 Dog waste bin collections**

The Committee NOTED the report given by the Services Manager, who stated that although alternative quotes were actively being sought, the process was proving difficult due to a lack of contractors willing to undertake the work.

**RC125 Financial Position**

The Committee NOTED the report and asked for the circulation of an updated summary of the councils Earmarked Reserves.

The Committee AGREED to suspend Standing Order number 1(ff) and AGREED to conclude the meeting at 9.35pm.

**RC126 Future Work of the Committee**

No items were raised. However the Town Clerk and Services Manager highlighted a number of areas that would need to be brought back to a future committee.

**126.1 Foodbank**

The Town Clerk reported on a meeting held with Heather Schooler, the Manager of Epping Forest Foodbank. Assistance was required to find a suitable new site to consider the future good work of the Foodbank.

**126.2 Roding Valley Recreation Ground Footpaths**

The Services Manager reported on a complaint from a resident regarding the poor condition of sections of the footpath. The Committee would look towards reviewing a rolling programme of works in the future.

**126.3 Loughton Brook Litter**

The Services Manager reported that he would be meeting with an officer from Epping Forest District Council on 12 March 2019 to discuss the commercial litter that had accumulated on the bank of Loughton Brook, behind the garages in Broomfield Avenue.

**Signed:** .....

**Date:** 5 June 2019