

**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 11 March 2026  
at 7.30pm**

**Present**

**Councillors:**

S Murray (in the chair)  
L House  
M Stubbings  
D Wixley  
W Dodd (as substitute for Cllr Valentine)

N MacKinnon  
R Sylvan

**Officers:**

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

**RC204 Apologies**

An apology was received from Cllr Valentine. The Town Clerk reported that Cllr Dodd had been appointed as a substitute for Cllr Valentine for this meeting. The Chairman nominated Cllr MacKinnon as acting Vice Chairman for the meeting, with the approval of Committee members.

**RC205 Declarations of Interest**

Cllr Murray declared a non-pecuniary interest in the following agenda items. Agenda Item 5 as a social member of both South Loughton Cricket Club and Loughton Athletic Club. Item 6 as a trustee of the community interest company as regards the Men's Shed. Agenda Item 9 as an elected member of EFDC. Item 10 as he is likely to be a trustee of the community interest company(CIC) for the skate park once the CIC has been established. Item 17 as a regular worshipper at St Michael's Church. Cllr R Sylvan and Cllr N MacKinnon both declared a non-pecuniary interest in Item 10 as they are both likely to be trustees of the CIC once the skate park has been established.

**RC206 Confirmation of Minutes**

The Minutes of the meeting held on 14 January 2026 were CONFIRMED as a correct record and signed by the Chairman.

**RC207 Public Representations**

None were received.

**RC208 Town Clerk's / Chairman's Report**

- South Loughton Cricket Club (SLCC) – Min no RC155. Further input is awaited from SLCC.
- Loughton Athletics Club (LAC) – Min no RC187. Further input is awaited from LAC. Cllr Wixley reiterated that the use of the all-weather running track be included in any new lease.
- Jessel Green – Fields in Trust status – Min no RC195. This initiative to be 'kick started' as soon as office resources allow.

**Roding Valley Recreation Ground (RVRG)**

**RC209 Roding Valley Recreation Ground – Changing Rooms – Potential ‘Men’s Shed’ Project – Min no RC186**

Members NOTED the report and recommended that planning permission be sought now for the demolition of the buildings. The Services Manager was asked to investigate that the parapet is safe.

**RC210 Roding Valley Cricket Club (RVCC) – Min no RC188**

The Committee NOTED the Town Clerk report that RVCC need to fulfil the levelling out of the soil, which to date has not been completed. The Town Clerk will follow this matter up.

**RC211 Meetings with Qualis – Min no RC189**

The Committee NOTED that the Town Clerk and Services Manager had a meeting with Qualis on 5 March 2026. The Town Clerk and Services Manager are working with Qualis to establish an up to date working schedule for the RVRG and other Town Council owned areas. The current agreement dates back to the mid-1990s and is now mostly outdated. It was NOTED that the running track would be marked out for 1 April 2026, weather permitting.

**RC212 Bins – Min no RC190**

The Committee NOTED that the Town Clerk and Services Manager met with the Team Manager, Waste Management, EFDC via ZOOM on 16 January 2026. The main outcomes were that any new / replacement bins will need to be purchased by the Town Council and not EFDC/Qualis and any new replacement bins purchased have to be dual purpose, i.e. for litter and dog waste.

**RC213 Skatepark – Min no RC191**

Cllr MacKinnon provided an update and is working towards creating a Community Interest Company (CIC) with Cllr Sylvan, Cllr Murray, and an independent member of the public (Mr Robbie Valentine) as prospective trustees. Planning permission is needed and possible funding options to be considered. At some point in the future the CIC would want to decide at what stage the Skatepark should be transferred to Loughton Town Council.

Members NOTED the update.

**RC214 Daily Mile Request – Min no RC192**

The Committee NOTED the report.

**RC215 New Bench Request**

The Committee AGREED the request for a bench and memorial plaque, to be situated along the path which leads from Greensted Road to the lake, on the side of the brook overlooking the field and lake on the RVRG. The Services Manager was asked to contact RVCC to ask if cricket balls could on occasion reach the ditch. If so, the position of the bench should be moved further towards Greensted Road so that the hedge row forms protection from the cricket balls.

**RC216 Fallen Tree**

The Committee NOTED the report and asked the Town Clerk to take appropriate action.

**RC217 Decision on the Infrastructure Funding Statement – EFDC Funding**  
Members NOTED that the Town Clerk was still awaiting a response from Cllr Williamson for an initial meeting with all interested parties. The Town Clerk was requested to follow up, as comments need to be made by 20 March 2026, and to ascertain what will happen if they have not had the meeting by this date.

**Other Agenda Items**

**RC218 Town Council Community Halls**  
**218.1 Murray Hall – Min no RC196.1**  
Members NOTED the report.

**RC219 Loughton Cricket Club Boundary – Min no RC197**  
Members NOTED the Town Clerk’s oral report. Although a temporary reprieve from the Insurance Assessor has been granted, the Town Clerk would continue to chase both Thornton Rones and Loughton Cricket Club.

**RC220 Memorial Garden Maintenance – Min no RC198**  
Members NOTED the report and that Essex County Council (ECC) Cllr Marshall Vance should be thanked for his donation from the Locality Fund scheme.

**RC221 Loughton Broadway Defibrillator – Min no RC199**  
The Committee NOTED that despite numerous chasers, there has been no further response from ICON Indoor Shops, Loughton Broadway. The office will try once more but then look for a further source if no further feedback is received.

**RC222 Tree survey – Min no RC200**  
Members NOTED the report.

**RC223 Financial Position**  
The Committee NOTED the current financial position together with details of the funds available from earmarked reserves.

**RC224 Future Work of the Committee**  
Nothing further to report.

**Signed:** .....  
**Date:** 27 May 2026