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 4 November 2026 at 7.30pm

Present

Councillors:	K Valentine (in the chair)		
	N MacKinnon	S Murray	M Stubbings
	R Sylvan	D Wixley	
Officers:	L Petyt Start (Town Clerk)		
	D Taylor (Services Manager)		
	C Carroll (Responsible Financial Officer)		
Also present:	Cllr R Brookes (from minute no RC286)		
	District Cllr W Kauffman		
	District Cllr C Nweke		
	District Cllr S Rackham		

RC276 Apologies

No apologies were received.

RC277 Declarations of Interest

Cllr Wixley along with all Cllr's present, with exception of Cllr Murray, declared a non-pecuniary interest in item 11 as members of the Loughton Residents Association.

RC278 Confirmation of Minutes

Cllr Wixley amended point RC253 minute number 239 to read Suitable Alternative Natural Green Space. (SANG)

The Minutes of the meeting held on 9 September 2026 were CONFIRMED as a correct record and signed by the Chairman.

RC279 Public Representations

None were received.

The Committee AGREED to bring forward Item 11, Loughton Broadway Christmas Market as Cllr Kauffman, Nweke and Rackham were present at the meeting with an interest in this item.

RC280 Town Clerk's / Chairman's Report

Town Clerk confirmed the Council's insurance policy includes cover for the all-weather athletics running track.

Loughton Cricket Club Boundary – Min no RC219 & RC250 & RC267 – the tree felling at the boundary has not yet been completed and the boundary redefining has not been completed legally.

Members noted the Loughton Athletic Club new draft lease is awaited, and the South Loughton Cricket Club lease is progressing with new site plans having been drawn up.

The RVRG Changing Rooms – Demolition – Min no. RC209 & RC249 has received planning permission. The project is progressing satisfactorily.

Cllr Wixley reported the volunteer's day at Willingale Road Nature Reserve on 24 September 2026 was well attended.

RC281 Community Halls

281.1 Murray Hall

The Committee NOTED the replacement of the heating and air conditioning system has been agreed with the budget costs to be taken from general reserves.

281.2 Murray Hall

The Committee NOTED the car park and replacement lighting has been agreed and for the funds to be taken from the Ear Marked Reserves, electricity budget, and general reserves.

281.3 Murray Hall

The Committee NOTED the report received regarding the Solar Panel project. Members AGREED to further exploration on this topic and delegated Cllr Wixley to progress fact finding with another local council.

281.4 Report on Party 23.10.26

The Committee NOTED the report and thanked all staff involved in this very difficult hire.

281.5 Kingsley Hall

The Committee NOTED that the purchase of new chairs and a replacement fridge for the Kingsley Hall have been agreed.

RC282 Qualis Service Level Agreement

Members NOTED a new draft service level agreement has not been supplied by Qualis. The concern over billing and reduction of grass cutting due to the extremely hot summer is unresolved.

RC283 Tree Safety and Management Policy- Min no RC260

Members NOTED that tree works completed to date at Murray Hall, Willingale Road Playing Field, Roding Valley Recreation Ground and Oakley Court with Hillyfields remaining outstanding, with an anticipated finish by 31 November 2026. Cllrs Wixley and Murray asked the Services Manager to review dead trees/brash at a couple of locations on the Roding Valley Recreation Ground.

RC284 Roding Valley Recreation Ground – Entrance by Loughton Football Club

Committee AGREED to instal a new barrier as requested over the brook. Highway Rangers to be contacted to request they cement by the chicane entrance which is outside the Roding Valley Recreation Ground.

RC285 Roding Valley Recreation Ground Pathways

285.1 Pathways

Members AGREED to proceed with obtaining quotes for the path renewal of the three worst areas. Officers to utilise the EMR for this purpose. Alongside this it was AGREED to budget in 2027/28 for complete path renewal. Members AGREED the aim will be to renew all the paths in the RVRG, plus budget to provide a new playground at Colebrook Lane.

Members AGREED to provide funding for a Skatepark in 2028/29.

285.2 Enhancement Strategy
Members NOTED Cllrs Murray, Wixley and Valentine, the Town Clerk and Services Manager had provided feedback on the draft final RVRG Enhancement Strategy. No acknowledgement has been received from EFDC.

(The following item was received earlier in the meeting although recorded in its original Agenda Item order)

RC286 Loughton Broadway Christmas Market
Members AGREED to issue a licence for a Loughton Broadway Christmas Market on 11 December 2026 subject to the following being provided – updated event management plan, risk assessment, and market event plan from the Loughton Residents Association.

RC287 Roding Valley Recreation Ground – Play Tennis
Members AGREED the request to support a new tennis initiative in the RVRG from the LTA which will provide free tennis across two courts each Saturday 10-11am.

RC288 Jessel Green Fun Day
Members NOTED the feedback provided on wristband sales at the event over the past two years.

RC289 Memorial Tree – Jacqui Wintle – min No RC261.1
Members NOTED the tree had been ordered and should be planted by the end of November.

Cllr Murray advised the Doris Spinks memorial bench (RVRG) has been very well received.

RC290 Financial Position

290.1 Current position
Members NOTED the current financial position as of 30 September 2026, together with the details of the current funds available from Ear Marked Reserves.

290.2 Fees for Financial Year 2027/28
Members NOTED the fees for Financial Year 2027/28.

RC291 Draft Budget for Next Financial Year 2027/28
Members received a draft budget for the next financial year. Following a discussion and amendments, it was AGREED to recommend a draft budget to the RGS Committee. It was NOTED EMRs will be finalised following year end.

RC292 Future Work of the Committee
Members NOTED comments received about replacing paths on the Roding Valley Recreation Ground and replacement of Colebrook Lane playground.

Signed: .....
Date: 13 January 2027