

# Great Waltham Parish Council

Clerk, W J Adshead-Grant, The Parish Office, Great Waltham Village Hall (Houlton Hall), South Street.  
Great Waltham, CM3 1DF

E Mail: [clerk@greatwalthamparishcouncil.co.uk](mailto:clerk@greatwalthamparishcouncil.co.uk) Website: <https://e-voice.org.uk/greatwalthamparish>

The Minutes of the Meeting of the Recreation Committee held on Tuesday 14<sup>th</sup> September 2021 at the Parish Office in Great Waltham Village Hall at 7.30PM

1. Chairman's Welcome

Chair: Martin

Cllrs. Jenkins, Gilbert, Micklem, Huggins and Steel

2. Apologies for Absence

Cllr Jackson and Palmer

3. Declarations of interests (existence and nature) regarding items on the agenda.

Cllr Micklem Item 11 – Family Interest

4. To consider any dispensations required to transact the business on the agenda.

None requested

5. Public Participation session with respect to items on the agenda or any items that they wish to bring to the Councils attention.

None Present

6. Allotment Reports - Report of the current situation regarding vacant plots:

- Brook Mead - One plots available (can be sub divided)
- Bury Lane - 2 plots vacant

Potentially with the new season of invoices about to be issued some plots may be surrendered.  
Additional plots may become available.

7. Payments for allotment plots - New Payments September 2021 with Land Rent £3.75 per rod and £4.40 Service Charge.

**Resolution** **The current subsidy of the allotments will continue.**

**Resolution** **Recommend a service charge increase for September 2022 to £5.50.**  
**Note the land rent per rod remains the same for the period 2021-2022.**

8. Review the expenditure and income of the allotments for 2020-2021 and forecast 2021-2022

The Expenditure was reviewed and forecast that the subsidy would continue as the expenditure is higher than the income. using the best current estimate of rent/expenses, GWPC is projected to subsidise the overall cost of the provision of allotment gardens by 50.3% for the 2022/23 period.

The land rent agreement with the Landowner is due to be discussed and agreed by September 2022.

9. Discuss and agree precise scope of council handyperson's maintenance work at allotment sites, and then to identify and agree any necessary amendments to the allotment agreement wording.

**Resolution** **No changes necessary.**

10. Discuss JCM cutting the hedge at Bury Lane Allotments 2022 – should this be made a permanent change?

**Resolution** **Approved subject to the cost being within budget.**

11. Clerk to update on discussion with Landowner regarding Brook Mead future clearance works

Clerk met with the landowner and discussed. Very positive. Action day required to get the area by the brook cleared of all items so that machinery can be driven in to clear all the vegetation. Volunteers to help remove their items.

**Resolution Clerk to discuss with Cllr Palmer to get a day set up to clear.**

12. Discussion On Drop Box and inspection reports.  
The Site is working and there are 4 free licenses for a view of the inspection sheets

**Resolution Continue with drop box.**

13. Update on Annual inspection report – Have items been cleared by the Handyman and or Volunteers?  
Volunteer list to be added to the Drop Box

**Resolution Clerk and Handyman to review the list and put an update on drop box.**

14. Feedback on the Play in the Park 2021  
Very well supported event. Good numbers.

**Resolution Budget for 2 days with inflatables in 2022.**

**Resolution Book the Play in the Park for 2022**

15. Pavilion project update  
Locality fund grant request in for the Electrical goods – up to £1000 available from Essex County Council.  
Volunteers continue to work on the flooring and in the pavilion as time permits.

16. Discuss the 2022 Projects and Equipment Replacement Program  
Items previously recommended for:

Howe Street Multiplay and Bench  
Great Waltham Fireman's Tower

**Resolution Howe Street to be recommended for replacement 2022-2023**

**Resolution Proposal for an amount of investment in Ford End Recreation ground**

**Resolution Pavilion Works to complete the site to include New Doors, New Windows, New Shutters, New flooring and external shutters and external decoration – Budget for 2022 – 2023.**

Meeting Closed 20:46  
Will Adshead-Grant  
Clerk to the Council

Cllrs Steel, Jackson, Palmer, Martin, Huggins, Jenkins, Gilbert and Micklem.

**Next Monthly Meeting Tuesday 21<sup>st</sup> September 2021 @ 7.30pm at Ford End Village Hall**