

Great Waltham Parish Council

Clerk, W J Adshead-Grant,

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Minutes of the meeting of the Recreation Committee held on Monday 23rd September 2024 at The Pavilion, South Street , Great Waltham.

1. Chair's Welcome.
Chair: Martin.
Cllrs: Jenkins, Gilbert, Bradley, Jackson and Palmer.
2. Apologies for Absence.
No apologies received.
3. Declarations of interests (existence and nature) regarding items on the agenda and to consider any dispensations required to transact the business on the agenda.
Cllr Jackson, Palmer and Bradley – Items 5 , 7 and 14 – Allotment holders.
4. Public Participation session with respect to items on the agenda or any items that they wish to bring to the Councils attention.
No members of the public were present.
5. Update on available plots on Brook Mead and Bury Lane – (The Clerk).

Allotment Availability 15 September 2024

Brookmead

Allotments	42				
Vacant	12	002a, 002b, 002c, 002d, 002e, 002f, 001, 003, 007, 018B, 022, 026A			
1st choice waiting list	0	2nd choice waiting list	0	3rd choice waiting list	0
Rented	30				

Bury

Allotments	22				
Vacant	11	002, 002A, 002B, 002C, 003, 003A, 005, 006, 007, 012, 012A			
1st choice waiting list	0	2nd choice waiting list	0	3rd choice waiting list	0
Rented	11				

Site Management Summary

Site	No. of Allotments	No. Rented	% rented	No. Vacant
Brookmead	42	30	71.43%	12
Bury	22	11	50.00%	11
Total	64	41		23

- Plot 21 being split into an A + B.
- Pre-school have surrendered their plot due to changed needs.
- Bury Plot 5 ,6 and 7 have been taken by New Plot holders.

Following the recent changes to the allotment lease some plots hirers now come from surrounding parishes.

Resolution: Bury plots 2A , 2B ,2C to be inspected for additional work.

Resolution: Clerk to advertise all remaining vacant plots from end of October once the invoice process has been run on the 1st of October.

6. Report on Playground Inspections.

The following issues were noted at the Great Waltham play area:

- The Train has been removed due to rot setting in and subsequent safety concerns.
- The monkey bars element of the Activity Trail have recently been removed due to rot in an upright post.
- The Inclusive swing has had the base vandalised so is removed from availability.

Consideration was given to fencing off the inclusive swing because of potential trip hazards and exposed concrete base in the playground. However this was deemed not necessary at this time. Some wooden parts need to be replaced on the junior multi play unit.

The issue of green algae on play equipment and seats continues to be a problem in areas shaded by trees and hedges, in particular at the Ford End play area.

Resolution: Clerk to request a heavy cut back of the hedges at Ford End recreation ground.

7. Report from Allotments Supervisor.

Noted that a Work experience volunteer is assisting at the allotments as the vacant areas are covered.

8. Updates on the Action Tracker - (All).

Several items were updated and closed.

9. Review progress and outstanding actions on the Recreation Grounds Inspection Tracker.

Several items were noted as closed, but progress has been slow.

Resolution: Additional granular information required on the spreadsheet as actions are completed. Clerk to review with Handyman to ensure the list is up to date.

10. Update on Pavilion bookings including expenditure and income and new items of expenditure.

Since 1st April 2024:

Income: £1595.09

Expenditure: £1174.16

Steady hiring levels were reported with several organisations continuing to rehire. Currently Fridays, Tuesdays and weekends are available for hire.

11. To receive an update from the Great Waltham Recreation Ground Play Area Working Group on progress and agree next steps.

A user group consultation session has been arranged for October 3rd at Great Waltham Primary School where to seek initial playground ideas and views from children.

Additional consultation sessions will hopefully be arranged for the Preschool and the Great Waltham Scout and Cubs groups.

It was suggested that as this is a parish project Ford End Primary School should be contacted to arrange a similar session and date.

It is also the intention to hold one or more open days at the Pavilion to display some options and ideas to gather feedback from the general public

Chameleon Consultancy has begun work on grant options.

Work has commenced on the specification and draft tender documents.

12. Review the Play in the Park event held at Great Waltham recreation ground on August 14th, 2024.

This year saw another successful event with numbers attending on the day slightly up from last year. The Pre-school staff used the Pavilion to serve refreshments.

Wednesday 14th August AM	Sunny	125
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The three inflatables were the biggest pull for the users and it was agreed that a similar format would be recommended for next year.

Resolution: Continue with the one-day full day of play in the park with inflatables.

13. Discuss the recent vandalism to the exterior of the Pavilion and consider repair and improvement options.

It was noted that all three canopy shutter boxes are now damaged. The cost to replace them is approximately £100 each (2023 prices).

It was discussed whether the overall exterior condition of the Pavilion might attract vandalism and whether options exist that might improve the situation. One option could be to spray paint the external walls. Other options have previously been considered and at that time ruled out on cost; Cost to render all 4 sides - £4600 (2022 prices), cost to clad all four side (Cedral boarding) - £3995 (2022 prices).

Resolution: Cllr Jenkins to review surface finishes of the external walls of the Pavilion.

14. Review the previous 12-month allotment expenses and discuss the option and possible implications of recommending future increases for 2025/26.

As a result of the recent lease agreement changes and any impact of increasing the number of hirers from outside the parish it was agreed that the available data would be prepared ahead of the F&GP Budget meeting on the 4th of November for their consideration. One off expenses and plot specific costs would be separated.

Resolution: Allotments costs for 2025-2026 to be reviewed before the November F&GP meeting.

15. Discuss and arrange if necessary, working group / volunteers for:

- The Great Waltham play area park seat and base.
 - Potential Friday working group to be arranged.
- Reinstatement of eroded soil at all three recreation grounds.
 - 4 x bulk bags of topsoil for Great Waltham.
 - 1 x bulk bag of topsoil for Ford End.
 - 1 x bulk bag of topsoil for Howe Street.
 - Hessian Sandbags to be used as build up secured with wooden stakes.
- Ivy and tree growth cut back at Great Waltham Recreation Ground.
 - Potential Friday working group to be arranged.

16. Discuss and agree the management of the football goals/areas at all three recreation grounds.
As one of the most used play assets it was discussed whether it would be beneficial to provide football goal nets all year round.

Resolution Goal nets at Great Waltham – Both nets to be put up and leave up all year round. Goals to be moved to the additional sockets once a year or when wear signs get excessive.

Resolution: Goal nets at Howe Street – New nets to be put up and leave up all year round.
Additional socket to be installed to allow for the goal to be moved.

Resolution: Goal nets at Ford End – New net to be put up and leave up all year round.
Additional socket to be installed to allow for the goal to be moved.

17. Discuss and recommend recreation related capital expenditure projects to the F&GP Committee ahead of the 2025/26 budget setting process.
Outstanding.

Projects previously agreed by the Council and still waiting to be completed were discussed along with approximate costs:

Location	Details	Estimates £
FE	2 Picnic Tables (+ installation)	£1,585
FE	1 Seat (+ installation)	£767
FE	Perimeter Path phase 2 (estimate)	£10,000
FE	MUGA & Base	£12,000
FE	Fence at FE	£1,870
HS	1 Seat (+ installation)	£767
GW	Pavilion external works	£3,000

Resolution: Prioritise for the budget the Ford End Path , Ford End Picnic benches + Seat and the MUGA.

18. Discuss and agree the most appropriate solution to the hedge growing alongside the pedestrian access to Ford End Recreation Ground.
Review the ownership of the hedge as entering the Ford End recreation ground which occasionally causes an obstruction to the pedestrian entrance at the recreation ground. The committee believes it's a mutual hedge and needs to be maintained .

Resolution: The Parish Council to cut the hedge twice a year and reduce the height.

Resolution: Clerk to get a price from JCM to add to the ground's maintenance work.

Members – Gilbert, Martin, Jenkins, Palmer, Jackson, Bradley and Stephenson.

Meeting closed 21:17
W.Adshead-Grant