

**Under the 2014 -The Openness of Local Government Bodies Regulations - the meeting will be recorded for the accuracy of the minutes by the Clerk. The recording will be destroyed once the minutes have been confirmed.**

**Please note - if disabled access is required to any meeting of the Parish Council, then prior notification of attendance must be given to the Clerk.**

# **Great Waltham Parish Council**

The Pavilion, South Street, Great Waltham. CM3 1DF

Clerk, W J Adshead-Grant,

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

Date of Issue: 03.12.2025

You are hereby summonsed to attend the meeting of the Recreation Committee on Monday 08<sup>th</sup> December 2025 at The Pavilion, South Street , Great Waltham at 7.30pm for transacting the following business.  
*W J Adshead-Grant, Clerk.*

1. Chair's Welcome.

Chair:

Cllrs:

2. Apologies for Absence.

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.

Members are required to declare any personal or prejudicial interests they know they may have in items of business on the meeting's agenda. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time. Members have dispensation to discuss and vote in respect of matters relating to the Precept.

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

Public Question Time. Members of the public are invited to address the Council, give their views, and question the Council about issues on this agenda, or raise issues for future consideration (at the discretion of the Chair). Members of the public may not take part in the Council meeting itself. At the close of this item members of the public will no longer be permitted to address the Council unless invited to do so by the Chair. Members of the public should address their representatives through the Chair of the meeting.

5. Update on available plots on Brook Mead and Bury Lane - (Clerk).

- One allotment holder outstanding to pay – 3<sup>rd</sup> Chase has been completed.

## VACANT ALLOTMENTS

### Brookmead

Site	Allotment Name	Size
Brookmead	001	2.06 Rods
Brookmead	002	2.3 Rods
Brookmead	007	2.55 Rods
Brookmead	010A	1.32 Rods
Brookmead	010B	1.32 Rods
Brookmead	016B	1.25 Rods
Brookmead	017	2.35 Rods
Brookmead	018B	2.31 Rods
Brookmead	025A	3.31 Rods
Brookmead	31c	3 Rods

Total number of vacant allotments on this site = 10

### Bury

Site	Allotment Name	Size
Bury	002A	1.2 Rods
Bury	002B	1.9 Rods
Bury	002C	1.1 Rods
Bury	011b	0.9 Rods
Bury	012A	1.1 Rods

Total number of vacant allotments on this site = 5

6. Report on Playground Inspections - (Cllr Stephenson & Clerk).
7. Report from Allotments Supervisor - (Cllr Taylor).
8. Updates on the Action Tracker - (All).
9. Review the 2025 annual play area inspection spreadsheet and confirm defects cleared since the last meeting - (Clerk).
10. To receive an update from the Great Waltham Recreation Ground Play Area Working Group on progress and agree with the next steps - (Cllr Gilbert).
11. Update on the Parish Council Broads Green Christmas tree event – (Cllr Taylor).
12. Update on recreation ground trees at Great Waltham – (Clerk).
13. Discuss the outcome of the Horticultural Societies recent extraordinary meeting in relation to the future of the hut at Brook Mead allotment site – (Cllr Jackson & Clerk).
14. Discuss the memorial chain replacement/refurbishment costs and agree next steps – (Clerk).
15. Review Progress on the Strategic Plan Tasks allocated to the Recreation Committee – (Cllr Martin).
16. Discuss the Great Waltham bus shelter roof repair quotes and agree next steps – (Clerk).
17. Discuss and agree asset replacement/repair priorities. –(Cllr Martin).
  - GW Bus Shelter roof .
  - Memorial posts and chains .
  - Pavilion drains.
  - BG bollards.
  - GW tree work.
18. Discuss the Pavilion cleaning arrangements and agree next steps – (Clerk).
19. Discuss Joining the Open Spaces Society at a cost of around £45 per annum. – (Clerk).

20. Discuss purchasing the OSS book 'Our common land' at the cost of £25. – (Clerk).
21. Discuss purchasing the book 'Getting Greens Registered' at the cost of £12. – (Clerk).
22. Discuss registering all the Green spaces that the Parish Council owns using the Voluntary registry as Village greens under the Commons Act 2006, S.15(8). – (Clerk).
23. Discuss the dog waste bins that CCC want to replace – 2 at £300 each.-(The Clerk).

**Members – Gilbert, Martin, Jenkins, Taylor, Jackson, Bradley and Stephenson.**