

Great Waltham Parish Council

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

Clerk, W J Adshead-Grant,

E Mail: Clerk@gtwaltham-pc.gov.uk

Website: <https://e-voice.org.uk/greatwalthamparish>

Minutes of the Recreation Committee held on Monday 07 September 2026 at The Pavilion, South Street , Great Waltham at 7.30pm.

1. Chair's Welcome.

Chair: Martin.

Cllrs: Gilbert ,Taylor ,Jackson ,Bradley and Stephenson.

2. Apologies for Absence.

None required.

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.

There were no declarations.

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.

12 Plots available at Brook Mead – (One plot has been taken since the last meeting).

5 Plots at Bury Lane (No change from last meeting).

6. Report on Playground Inspections.

The latest report was reviewed. Some differences were noted between the two inspector's outputs on risk. The inclusion of a risk rating and colour coding was felt beneficial. This is to be reviewed to align the process.

Several items were discussed but nothing of concern was noted other than the entrance gate at Ford End has been damaged and needs to be replaced or repaired.

Resolution: Clerk to get a quote to repair / replace the entrance gate and post.

7. Report from Allotments Supervisor.

The working party morning to cover plots and install the new plot markers was postponed due to a lack of a sufficient number of volunteers. The work to be rescheduled asap as the areas have been cleared by JCM as arranged.

Only one more vacant plot has been taken since the last meeting.

8. Updates on the Action Tracker.

Various items have been updated and closed.

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

The last item of phase 1 – the Mirage Carousel has been installed at the toddler end.

The working group to meet in September to review and agree the proposal for phase 2 – predominately the junior end of the playground.

Cost to deliver phase 2 is £102,000 + VAT. The Finance & General Purposes Committee will review available funding to start and complete phase 2 in 2027.

10. Progress update on work undertaken and actions taken since the last meeting in regard to the 2026 Playground Inspections.

The report was not available for the meeting.

11. Update on the Great Waltham renaturing project.

There have been notices placed around the Great Waltham Recreation Ground.

The consultation has been loaded on to the Great Waltham website.

The information has also been posted on Facebook on the Clerks page and reposted to 'Grapevine' a group within Facebook. It was noted that there is currently one comment on Facebook.

The matter will be included in the September monthly Council meeting agenda for discussion and a decision whether to progress

Resolution: Clerk to repost the Facebook consultation.

12. Review and discuss the 2026 Asset Condition Survey and the 2026 Asset Replacement Table and prioritise any repairs/replacements for consideration by the Finance & General Purposes Committee ahead of the 2027/28 budget setting meeting in October.

A vote of thanks was noted for Cllr Martin for pulling the report together.

The report is under review at our IT supplier as not all the information was available.

Resolution: The Clerk to issue the full report when its confirmed as complete by Advantagedge.

13. Discuss the current arrangements for waste collection at the Recreation Grounds and identify potential improvements - (Cllr Martin).

Consideration was given to improving recycling and waste collection across the recreation areas. Can CCC install a recycling unit at each entrance/exit of the recreation grounds (4) and 1 by Walthambury stores?

Resolution: The Clerk to investigate costs and options with Chelmsford City Council.

14. To receive an update on work to revise byelaws at recreation grounds and village greens in the parish, and to agree to recommend to the Council that it approves the draft of new byelaws circulated with the agenda.

The proposed model wording was reviewed. Following agreement consultation on the wording is a requirement of the process using social media and printed publications. Evidence of consultation is required as part of the application process.

Resolution: Recommendation to proceed to be given to the full Council.

15. Request for paint for the North End Telephone Box to be painted by volunteers.

The volunteers at North End are willing to repaint the telephone box with previously supplied paint. Additional paint to be supplied when requested. A risk assessment should be undertaken. Cost of paint is approximately £50(ex-vat) for the telephone box.

Resolution: The Committee supports this request.

16. Request to make arrangement for the Broads Green Christmas tree ceremony.

It was reported that subject to Council approval the event is planned for the 4th of December. The event plans are proceeding well. The existing risk assessment to be reviewed ahead of the event. The Parish Council events insurance will cover this event. Cllr Taylor will continue as the Council's lead member of the Broad's Green committee.

Resolution: The Recreation committee supports this event provided that the risk assessment has been undertaken and the public liability insurance is available.

17. Review the defibrillator provision within the Parish. – (Cllr Martin).

It was reported that the previous discussion and agreement with the North End defibrillator administrator and subsequent decision that the Council would adopt the North End defibrillator from October 2026 will take place.

It was also reported that the Littley Green defibrillator paediatric pads have reached their expiry date and the necessity to replace them was discussed. It was agreed that in addition to replacing the Littley Green paediatric pads it would be recommended that they are also supplied for the Great Waltham defibrillator. These are the only units in the parish that require separate adult and paediatric pads.

Resolution: **The Committee recommends that the defib at Littley Green - new paediatric pads to be purchased.**

Resolution: **The Committee recommends that the defib at Great Waltham - Paediatric pads to be purchased.**

Resolution: **The Committee recommends an additional defib unit be purchased for Great Waltham.**

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

Meeting Closed 21:30