



RAYLEIGH TOWN COUNCIL
The Pavilion, King George V Playing Field, Bull Lane,
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30th November 2020

Dear Member,

I hereby summons you accordingly to a meeting of the King George V Playing Field Committee to be held on **Monday 7th December 2020 at 7.30pm**

The meeting will be conducted remotely and members will be sent log in details via email

Members of public wishing to observe this meeting please email clerk@rayleightowncouncil.gov.uk by 1.00pm on the day of meeting in order to receive access details

The following agenda and attachments are issued for the Council to take decisions as required. You are expected to consider this agenda and any related documents in advance of this meeting and, if you feel that additional information to aid your decision making process is required, you must inform the Clerk in order to allow time for this to be provided before the meeting is scheduled to commence.

Please address any questions to the Deputy Town Clerk by 1.00pm on Friday 4th December 2020.

Yours sincerely,

K T Gaiger
Miss K Gaiger
Deputy Town Clerk

Councillors: J Burton, Mrs C Callis, E Dray, Mrs J Lumley (ex-officio), R Milne (ex-officio), K Podd, Mrs J Sawford, Mrs M Spencer, D Sperring and C Stanley

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulation 2020 came into force on 4th April 2020. This enables Local Councils to hold remote meetings (including video and telephone conferencing) for a specified period until May 2021. This also removes the requirement to hold an Annual Meeting. The 2020 Regulation applies to Local Council meetings, committee and sub-committee meetings.

1 DECLARATIONS OF INTEREST

Members to declare interests for items on this agenda.

2 APOLOGIES FOR ABSENCE

To be advised to the Town Clerk prior to the meeting.

3 SUBSTITUTES

To be notified to the Town Clerk before commencement of the meeting.

4 NON COMMITTEE MEMBERS ATTENDING

5 MINUTES OF THE KING GEORGE V PLAYING FIELD COMMITTEE MEETING held on 3rd February 2020.

To receive and sign the minutes as a correct record.

6 YOUTH LIAISON

Members to note that ECC Youth Service have continued to visit the playing field during the pandemic meeting in accordance with guidelines and social distancing.

7 GROUND CONTRACTOR

a) Meeting

Further to minute no 98 of the King George V Playing Field Committee held on 3rd February 2020 members to note that a meeting was held with the Ground Contractor and attended by Cllrs D Sperring, Mrs M Spencer and E Dray. (copy of the notes attached).

Members to note that the bollards on the vehicle approach from Bull Lane have been re-painted.

b) Shutter

Members to note the shutter was serviced at a cost of £120.00

8 HIRE CHARGES FOR PLAYING FIELD

Members to receive the hire charges for field hire and football pitches and to decided if there should be any increase for 2021/2022.

9 KING GEORGE V PLAYING FIELD - BOOKINGS

Members to note that all events that take place in the field incur VAT at the standard rate.

The Town Council Policy for field hire is:

Applications to hire part or all of the playing field will be considered at King George V Playing Field Committee meetings if a fully completed application form is received in time for inclusion on the agenda. Applications may be refused. The field or any part of it will not normally be hired out for any period exceeding one day, which is between the hours of 7.00am and 10.00pm. Applications for hire of more than one day will be referred to the Full Council for consideration. Fun Fairs that exceed one day may not take place in the playing field.

a) New Bookings

To consider any new booking requests received.

b) Approved Bookings

Rayleigh Bowls Club

Members note that the Bowls Club did not use car park area or the playing field for parking on Friday 8th May 2020 as the event was cancelled due to Covid-19.

10 PLAY AREA

Members to note that quotes have been requested to move the fencing with in the childrens play area to create a larger toddler area. Due to covid-19 these have been delayed

Members to receive a quote provided by one company for the installation of new equipment and fencing in the play area. (attached).

11 FOOTBALL PITCHES

a) Rayleigh FC Training

Members to note that Rayleigh FC did not train at the playing field during the lockdown in March 2020 and commenced training when guidance from the Football Association and Government permitted. Training was then stopped when the second national lock down started on 5th November 2020.

b) Season 2019/2020

Members to note the 2019/2020 season did not finish due to the Covid-19 first national lockdown in March 2020

c) Pitch Maintenance

Members to note that the top dressing of the pitch nearest to Eastwood Road was carried out at a cost of £7,500.

d) Season 2020/2021

Members to note that the football season commenced the weekend of 5th/6th September 2020 until the second National Lockdown commenced on 5th November 2020. The season will re-start weekend 5th/6th December 2020.

Following guidance from the Football Association in connection with the Government showers and changing rooms are not permitted to be used this season. These are being painted and cleaned ready for next season.

The following dates were cancelled due to bad weather conditions 25th October, 31st October and 1st November 2020.

12 BOWLS CLUB

Members to consider a request from the Bowls Club to display signage on the fence/gateway from Websters Way car park. Due to the pandemic the club have seen a decline in membership and the signage would be to make their presence more visible to the public. The fence is the property of the Town Council.

13 PAVILION SNACK BAR

Members noted that the current snack bar licence expires on 31st August 2021. The operator would like to renew the lease for a further 3 years, in order to carry out maintenance and decoration to the area. The fees have been paid up to date. The snack bar has been operating during Covid-19 complying with the restriction in place.

14 GREEN FLAG 2020/2021

Members to note that the Green Flag was awarded to the King George V Playing Field for 2020/2021. Members to agree to enter for 2021/2022 and to note that a full site visit be carried out in 2021. An updated management plan will need to be submitted.

15 ESSEX PLAYING FIELD ASSOCIATION

Member to note the Essex Playing Field Association held their AGM and Best Kept Playing Field Award 2020 via Zoom on 15th October 2020. Cllr E Dray attended on behalf of the Town Council. The Town Council were awarded the following

- Winner – Gold - Class 1 – Playing Fields Serving Communities of 2,500 or more
- Winner – Gold - Class 3 – Children’s Playgrounds
- Silver - Class 6 – Best Kept Football Pitch

16 TREE SURVEY

Member to note that the tree survey was conducted in March 2020. A copy of the report is attached. RDC have quoted £900 to carry out the work as required.

17 COMMITTEE BUDGET

To consider the Committee budget to the year end and the proposed budget for the next financial year. (attached)