



**RAYLEIGH TOWN COUNCIL**  
**The Pavilion, King George V Playing Field, Bull Lane,**  
**Rayleigh, Essex, SS6 8JD**  
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**VAT number: 830 7558 23**

27<sup>th</sup> January 2020

Dear Member,

I hereby summons you to a meeting of the King George V Playing Field Committee on **Monday 3<sup>rd</sup> February 2020 at 7.30pm** at the Pavilion, King George V Playing Field, Bull Lane, Rayleigh (access via Websters Way Car Park) when the under mentioned business is proposed to be transacted.

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.

Yours faithfully

*K Gouger*

pp Mrs K. Cumberland  
Town Clerk

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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

1 DECLARATIONS OF INTEREST

Members to declare interests for items on this agenda.

2 PUBLIC FORUM

The meeting shall be adjourned for a maximum of 15 minutes to allow any members of the public present to speak on matters relating to this agenda only. Each member of the public shall speak for two minutes only. The meeting will recommence after the Public Forum.

3 APOLOGIES FOR ABSENCE

To be advised to the Town Clerk prior to the meeting. Apologies received from Cllr R Milne

4 SUBSTITUTES

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

5 NON COMMITTEE MEMBERS ATTENDING

6 MINUTES OF THE KING GEORGE V PLAYING FIELD COMMITTEE MEETING held on 2<sup>nd</sup> December 2020

To receive and sign the minutes as a correct record.

7 YOUTH LIAISON

Members to receive the reports for the weekly detached Youth Sessions since week commencing the 7<sup>th</sup> December 2019. Debbie Bartholomew, Rochford District Lead, Essex Youth Service will be attending the meeting to provide an update.

8 COMMITTEE BUDGET

Members to receive and consider the committee budget. (attached)

9 GROUND CONTRACTOR

Members to note that a meeting is being arranged with the ground contractor to discuss outstanding works and any other matters.

10 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 Booking

To consider any new booking requests received.

Members to note that the Lions Club of Rayleigh have been awarded a grant by Rayleigh Town Council toward the Fireworks Display 2020 and an application for the hire of the playing field will be received in due course.

11 PLAY AREA

Members to receive a copy of the ROSPA Annual inspection. This has been forwarded to the ground contractor manager to action any works.

12 FOOTBALL PITCHES

a) Rayleigh FC Training

Members to note that Rayleigh FC continue to train on Saturday mornings and to date 3 weeks were cancelled due to the weather and pitch conditions. Training was relocated to the Bull Lane area of the playing field on 18<sup>th</sup>/19<sup>th</sup> and 25<sup>th</sup>/26<sup>th</sup> January 2020 only.

b) Season 2019/2020

Members to note that matches continue to be played at weekends and to date that the following weekends were cancelled due to weather and pitch conditions, 7<sup>th</sup>/8<sup>th</sup>, 14<sup>th</sup> /15<sup>th</sup> and 21<sup>st</sup>/22<sup>nd</sup> December 2019 and 18<sup>th</sup>/19<sup>th</sup> and 25<sup>th</sup>/26<sup>th</sup> January 2020.

c) Pitch Maintenance

Further to minute no 81.3 of the King George V Playing Field Committee meeting held on 2<sup>nd</sup> December 2019 members to note that the contractor has been informed to carry out the top dressing of the pitch nearest to Eastwood Road at a cost of £7,500.

13 GREEN FLAG 2020/2021

Further to minute no 83 of the King George V Playing Field Committee meeting held 2<sup>nd</sup> December 2020 members to note that applications for 2020/2021 has been submitted at a cost of £329.

14 TREE SURVEY

Further to minute no 86 of the King George V Playing Field Committee meeting held on 2<sup>nd</sup> December 2019 members to note that Rochford District Council have been advised to conduct the Annual Tree Survey at the cost of £225. The survey will be conducted on 11<sup>th</sup> March 2020.

15 VANDALISM

Members to note that the Town Council office received a report of vandalism by youths on Sunday 19<sup>th</sup> January 2020. The incident has been reported to the police and an update will be provided at the meeting.