



RAYLEIGH TOWN COUNCIL
The Pavilion, King George V Playing Field, Bull Lane,
Rayleigh, Essex, SS6 8JD
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2nd September 2019

Dear Member,

I hereby summons you to a meeting of the King George V Playing Field Committee on **Monday 9th September 2019 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

A handwritten signature in black ink that reads 'K. Cumberland'.

AP Mrs K. Cumberland
Town Clerk

Councillors: J Burton, Mrs C Callis, E Dray, Mrs J Lumley (ex-officio), R Milne (ex-officio), 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.

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 8th July 2019

To receive and sign the minutes as a correct record.

7 COMMITTEE BUDGET

Members to receive the budget report for the current financial year (attached).

8 ELM

Members to note that a meeting was held between Mr D Tubby, Elm Horticulture and the Town Council on 27th August 2019. A copy of the notes from this meeting are attached.

9 YOUTH LIAISON

Members to receive the reports for the weekly detached Youth Sessions since week commencing the 8th July.

Bar n Bus have been visiting the playing field at least once a week during the school holiday to provide cage football to the young people.

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.

b) Approved Bookings

Lions Club of Rayleigh

Further to minute no 35.3 of the King George V Playing Field Committee meeting held on 8th July 2019 members to note that the Lions Club of Rayleigh will be hiring the whole playing field on Saturday 2nd November 2019 for the fireworks display. The Town Council have awarded a grant of £750 towards the field hire of the event. The Lions Club will be required to submit a Rochford Safety Group Event Management form for approval.

c) Completed Bookings

Moonbeamers

Further to minute no 35.2 of the King George V Playing Field Committee meeting held on 8th July 2019 members to note that Moonbeamers decided to cancel the outdoor cinema to be held on 31st August 2019. This was due to concerns regarding anti-social behaviour. The organisers may consider returning to the playing field next year. The £500 deposit has been returned.

11 BOWLS CLUB

a) Field and Changing Room Hire 2019

Further to minute no 13.2 the King George V Playing Field Committee meeting held on 8th July 2019 members to note that the Bowls Club hired the Bull Lane end of the playing field for car parking and changing rooms on the 8th July and will hire the facilities again on the date below. As in previous years the parking will be marshalled by members of the club and all visitors will be reminded that smoking is not permitted anywhere within the Pavilion area

Thursday 12th September 2019 - 12noon to 7pm – London Parks v Essex Vice Presidents

b) Electricity Meter

Members to note that the Town Council have been informed by the Bowls Club that the electricity meter for the club needs to be replaced. It was noted that upon inspection that this meter is supplying power to the groundmans shed. Members of the committee to volunteer to attend a meeting with the club to discuss this issue. A copy of the correspondence from the Bowls Club is attached.

c) Extension to Bowls Club

Members to receive a report from a member regarding the extending of the bowls club facilities.

12 COMMUNITY INITIATIVES FUND APPLICATIONS

Further to minute no 38 of the King George V Playing Field meeting held on 8th July 2019 members to note that a Community Initiatives Fund application was submitted for creating a larger toddler play area enlarging the main play area and to install new equipment, by the deadline of the 18th August 2019

The project to enlarge the skate park will be reviewed for another time due the quote received being in excess of £60,000.

13 FOOTBALL PITCHES

a) Rayleigh FC Training

Members to note that Rayleigh FC continue to train on Saturday mornings and to date no sessions have been cancelled.

b) Season 2019/2020

Members to note FC Dedman Gray will not be hiring a pitch on a Sunday morning as previously agreed due to the club folding. A copy of their email with thanks is attached.

The Town Council have two new clubs for this season and approval of pitch applications were discussed with the Committee Chairman

The pitches are being hired as followed for the 2019/2020 Season

Club	Day & Time	Pitch	Changing Rooms
Rayleigh FC (Adult)	Saturday Afternoon – Alternate use	Nearest Eastwood Road	Yes
Rayleigh Town (Adult)	Saturday Afternoon – Alternate use	Nearest Skate Park	Yes
Rayleigh FC (Youth)	Sunday Morning Exclusive use	Nearest Eastwood Road	No
Ralee FC (Adult)	Sunday Morning – Alternate use	Nearest Skate Park	Yes
Myton Rovers (Adult)	Sunday Morning - Alternate use	Nearest Skate Park	Yes

14 ADDITIONAL STORAGE GROUNDSMANS SHED

Further to minute no 40 of the King George V Playing Field Committee meeting held on 8th July 2019 members to note the full sized door has been installed in the groundsmans shed at the cost of £576.

15 PUBLIC TOILETS

a) Ground Floor Pavilion Accommodation

Further to minute no 41 of the King George V Playing Field Committee meeting held on 8th July 2019 members to note that a meeting will be arranged of the Pavilion Ground Floor working group to review the two tenders received. The outcome of this meeting will be reported back to the next committee meeting to be held on 21st October 2019.

16 GREEN FLAG 2019/2020

Members to note that the King George V Playing Field has been awarded Green Flag Status for 2019/2020. A press release was sent out and displayed on the Town Council's Website and Facebook page.

17 ESSEX PLAYING FIELD ASSOCIATION

Further to minute no 43 of the King George V Playing Field committee meeting held on the 8th July 2019 members to note that the playing field is entered into the Best Kept Playing Field Competition 2019 in the following categories:

- Class 1 – playing fields serving communities of 2,500 or more
- Class 3 – Children's Playgrounds
- Class 6 – Best Kept Football Pitch

Members to note that the AGM and Presentation will be held on Thursday 24th October 2019 at 8pm at Police Sports and Social Club, Chelmsford and to volunteer to attend.

18 ANGLIA IN BLOOM

Members to note that the Anglia in Bloom judging took place on Thursday 11th July 2019. The Committee Chairman and Ground Contractor Manager were present to talk with the judges. The results will be announced on 10th September 2019

19 BENCHES

Members to consider a suggestion from a member to display signs on benches in the playing field to designate them as "Chat Benches". Copy of report attached.

20 TREE SURVEY

Members to note that RDC carried out the work as specified in the tree survey on 16th August, however two trees had birds nesting within so they will return to conduct the remaining work in the coming weeks.

The Town Council office have requested that RDC tree officers come and inspect a tree located near the skate park which appears to be diseased and as a result a number of branches have fallen. There was no record of disease on the tree survey report.

21 ROSE GARDEN

Further to minute no 121 of the King George V Playing Field Committee meeting held on 3rd December 2018 members to note that the rose gardens will remain as planted for 2019 to allow the two newly designed beds to establish.

22 BOLLARDS

Further to minute no 48 of the King George V Playing Field Committee meeting held on 8th July 2019 members to note that three red and white steel bollards have been ordered at a cost of £345