



RAYLEIGH TOWN COUNCIL
The Pavilion, King George V Playing Field, Bull Lane,
Rayleigh, Essex, SS6 8JD
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1st July 2019

Dear Member,

I hereby summons you to a meeting of the King George V Playing Field Committee on **Monday 8th July 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

R Gauger

pp Mrs K. Cumberland
Town Clerk

Councillors: J Burton, Mrs C Callis, E Dray, L Jeffery, 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 28th May 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 YOUTH LIAISON

Members to note that Mr Glenn Crickmore, Essex County Council Youth Service will be attending the meeting to provide an update on the weekly detached sessions. Members to receive copies of the weekly reports received since the last meeting (attached).

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 Booking

To consider any new booking requests received.

b) Approved Bookings

i) Moonbeamers

Further to minute no 12.2 of the King George V Playing Field Committee meeting held on 28th May 2019 members to note that Moonbeamers have been informed that it is their decision if they wish to proceed with their event on Friday 30th August 2019 (using PA equipment). The Rochford District

Council Safety Event Management Form has been approved. Members to receive a report from organisers in relation to the event in August (attached).

ii) Lions Club of Rayleigh

Further to minute no 12.1 of the King George V Playing Field Committee meeting held on 28th May 2019 members to note that 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.

10 BOWLS CLUB

a) Chelsea Pensioners visit for 60th Anniversary – 19th June 2019

Further to minute no 13.1 of the King George V Playing Field Committee meeting held on 28th May 2019 members to note that the Bowls Club parked a coach in the car park area for the visit by the Chelsea Pensioners to celebrate the 60th Anniversary of the Club. The Town Council Chairman attended this engagement.

b) Field and Changing Room Hire 2019

Further to minute no 13.2 the King George V Playing Field Committee meeting held on 28th May 2019 members to note that the Bowls Club are to hire the Bull Lane end of the playing field for car parking and changing rooms for two dates as follows. 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

Monday 8th July 2019 - 12noon to 7pm – Essex Past Presidents v NM Essex

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

11 PLAY AREA

Further to minute no 14 of the King George V Playing Field Committee meeting held on 28th May 2019 members to note that an additional site visit took place with a different representative from Wicksteed to discuss the ecotumble surface under the climbing frame. An update is expected by mid-July 2019

12 COMMUNITY INITIATIVES FUND APPLICATIONS

Further to minute no 15 of the King George V Playing Field meeting held on 28th May 2019 members to note that Community Initiatives Fund applications will be submitted for the following projects by the deadline of Sunday 18th August.

- To enlarge the Skate Park
- To create a larger toddler play area and enlarge the main play area and to install new equipment.

Quotes are currently being obtained.

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 that all pitches are hired for Sundays for the 2019/2020 and Rayleigh FC will advise in due course their requirement for pitches on a Saturday afternoon.

14 ADDITIONAL STORAGE GROUNDSMANS SHED

Further to minute no 18 of the King George V Playing Field Committee meeting held on 28th May 2019 members to note the quote of £576 to install a full sized door in the groundsmans shed has been accepted and work will be carried out in due course.

15 PUBLIC TOILETS

a) Ground Floor Pavilion Accommodation

Further to minute no 191.1 of the King George V Playing Field Committee meeting held on 28th May 2019 members to note that the Tender deadline was 31st May and arrangements will be made to open the applications received.

16 GREEN FLAG 2019/2020

Further to minute no 21 of the King George V Playing Field Committee meeting held on 28th May 2019 members to note that The Green Flag judges visited on Wednesday 5th June 2019 and met with the Town Council Chairman, Committee Vice Chairman, Deputy Town Clerk and Mr D Tubby, Elm Horticulture. The results of the judging will be known in mid July.

17 ESSEX PLAYING FIELD ASSOCIATION

Further to minute no 22 in the King George V Playing Field committee meeting held on the 28th May 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

18 ANGLIA IN BLOOM

Members to note that the judging date for Anglia in Bloom is Thursday 11th July 2019 the contractor has been informed and has scheduled in additional staff on site before the day.

Members to note the playing field will be judged in the afternoon and to decide who will be present to meet the judges in the afternoon.

19 TREE SURVEY

Further to minute no 24 of the King George V Playing Field Committee meeting held on 28th May 2019 members to note that a quote of £825 has been accepted from Rochford District Council to carry out the recommended work in the tree survey. A date for the work will be advised in due course.

20 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.

21 PLAYING FIELD SIGNS

Further to minute no 26 of the King George V Playing Field Committee meeting held on 28th May 2019 members to note that the “Welcome to King George V Playing Field” signs are being produced to include “No Drones/Model Aircraft” and “See signs for closing times”.

22 BOLLARDS

Members to consider a quote of £345 to replace the three red and white steel bollards located adjacent to the Bull Lane vehicle gate. The current bollards have been in place for over 18 years and are in need of replacing.