

RAYLEIGH TOWN COUNCIL  
MINUTES OF KING GEORGE V PLAYING FIELD COMMITTEE MEETING  
held on 28<sup>th</sup> May 2019 at 7.30pm  
at the Pavilion, King George V Playing Field, Rayleigh

PRESENT

Chairman: Cllr D Sperring

Councillors: Mrs C Callis, E Dray, Mrs J Lumley, R Milne, Mrs M Spencer, T Wallis and Mrs D Mercer

In attendance: Miss K Gaiger – Deputy Town Clerk

1 ELECTION OF CHAIRMAN

Cllr Mrs M Spencer nominated Cllr D Sperring to be Committee Chairman, seconded by Cllr R Milne, all agreed.

RESOLVED that Cllr D Sperring would be Committee Chairman for this ensuing municipal year.

2 ELECTION OF VICE CHAIRMAN

Cllr D Sperring nominated Cllr Mrs M Spencer to be Committee Vice Chairman, seconded by Cllr R Milne, all agreed.

RESOLVED that Cllr Mrs M Spencer would be Committee Vice Chairman this ensuing municipal year.

3 DECLARATIONS OF INTEREST

Cllrs D Sperring, R Milne, Mrs J Lumley declared a non pecuniary interest as members of Rochford District Council.

Cllr Mrs J Lumley declared a non pecuniary interest as a member of Essex County Council.

Cllr Mrs M Spencer declared a non pecuniary interest as an Anglia in Bloom Judge

4 PUBLIC FORUM

There were no members of public present.

5 TERMS OF REFERENCE

Members agreed the Terms of Reference for the King George V Playing Field Committee as per the annex to the minutes

RECOMMENDED to approve the Terms of Reference (Annex to Minutes)

6 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Mrs J Sawford, L Jeffery, J Burton and C Stanley

7 SUBSTITUTES

Cllr Mrs D Mercer substituted for Cllr Mrs J Sawford and Cllr T Wallis for Cllr L Jeffery.

8 NON COMMITTEE MEMBERS ATTENDING

There were no non committee members attending.

9 MINUTES OF THE KING GEORGE V PLAYING FIELD COMMITTEE MEETING held on 18<sup>th</sup> March 2019

RESOLVED to sign the minutes as a correct record.

10 COMMITTEE BUDGET

Members received and noted the budget report for the current financial year.

RECOMMENDED to approve the Committee Budget

11 YOUTH LIAISON

Members received apologies from Essex Youth Service for not attending this meeting, however they will attend the next meeting on 8<sup>th</sup> July 2019.

Members received and noted the contents of the weekly detached session reports provided by Essex Youth Service. The Town Council has been informed that on Wednesday 5<sup>th</sup> June 2019 that the Essex Youth Service Mobile unit will be used for the session between 3pm and 5pm this will be located next to the skate park.

Megacentre & Bar n Bus will visit the skate park area on 30<sup>th</sup> May 2019, 1.00pm to 4.00pm to meet with the users of the playing field.

It was noted that the Memorandum of Agreement has been received from ECC to conduct the detached session from 3<sup>rd</sup> April 2019 to 25<sup>th</sup> March 2020 at cost of £5,000. This will be signed and returned to ECC

RECOMMENDED that the above information be noted.

12 KING GEORGE V PLAYING FIELD - BOOKINGS

12.1 Lions Club of Rayleigh

Members approved the request from the Lions Club of Rayleigh to hire the whole playing field on Saturday 2<sup>nd</sup> November 2019 for the fireworks display. A grant of £750 has been awarded by the Town Council towards the field hire for this event.

RECOMMENDED for the Lions Club of Rayleigh to hire the whole playing field on Saturday 2<sup>nd</sup> November 2019 for the fireworks display.

## 12.2 Moonbeamers

Members noted that Moonbeamers held their first outdoor cinema event for 2019 on the evening of Friday 24<sup>th</sup> May (Silent Cinema) and received a written report from the organisers in relation to an article in the local press regarding anti-social behavior at the event. It was noted the incident had been mis-reported by the press, as the incident did not happen during the event or in the playing field and all attendees left safely. No criminal damage or injury occurred to the organiser's equipment or staff. They had reported the incident in Websters Way Car Park out of concern for members of the public and themselves while packing up. They believe the individuals involved had not attended the cinema. They have contacted the local press to make changes to the article due to the impact on their reputation and business.

Moonbeamers informed that they did have to report incidents of anti-social behavior by youths to the police in the playing field during the screening. It was noted that staff working at the event have informed that they do not wish to work at this location in the future and therefore this could effect the event planned for Friday 31<sup>st</sup> August 2019.

The Committee Chairman informed members that the organisation had completed the necessary Rochford District Council Safety Advisory Group Event Management Plan and this had been approved for this session. The Committee were satisfied that Moonbeamers had done everything necessary to ensure the safe running of the event and would leave it for them to decide if they wish to attend in August.

RECOMMENDED that a) Moonbeamers to inform the Town Council office if they wish to hold the cinema session on Friday 31<sup>st</sup> August 2019 and b) the rest of the information be noted.

## 13 BOWLS CLUB

### 13.1 Chelsea Pensioners visit for 60<sup>th</sup> Anniversary – 19<sup>th</sup> June 2019

Members noted that the Bowls Club will be parking a coach in the car park area, if size permits and hire the changing rooms on Wednesday 19<sup>th</sup> June 2019 from 1.00pm for the visit by the Chelsea Pensioners to celebrate the 60<sup>th</sup> Anniversary of the Club. The Town Council Chairman will attend this engagement.

RECOMMENDED that the above information be noted.

### 13.2 Field and Changing Room Hire 2019

Members noted 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 8<sup>th</sup> July 2019 - 12noon to 7pm – Essex Past Presidents v NM Essex

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

RECOMMENDED that the above information be noted.

## 14 PLAY AREA

Members noted that a site visit took place with the representative from Wicksteed to discuss the ecotumble surface under the climbing frame. A response from Wicksteed has not been received and is being pursued by the Town Council Office.

RECOMMENDED that the above information be noted.

## 15 COMMUNITY INITIATIVES FUND APPLICATIONS

Members noted that two pre-applications for the new EALC administered Community Initiatives Fund have been submitted for the following projects

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

A response has been received from the Funding Officer to proceed with full applications. The deadline for applications is Sunday 18<sup>th</sup> August 2019. Up to £10,000 can be applied for per project but a lesser amount may be awarded.

Cllr D Sperring and Mrs J Lumley met with skate park users on 16<sup>th</sup> April while Bar n Bus were present to discuss ideas and these suggestions have been forwarded to Gravity. Wicksteed and Gravity have been contacted to start work on quotes for these projects and other companies will be contacted for quotes once these have been received and specifications agreed.

Members received and noted the quote to re-locate existing fence boundaries of the main area and toddler play area. Due to the cost of this work additional quotes will be obtained.

RECOMMENDED that quotes will be obtained for the extension of the Skate Park and Playing Area in order to complete the EALC Community Initiatives Fund Full Application by 18<sup>th</sup> August 2019

## 16 ELM HORTICULTURE

Members noted that Elm have employed an additional groundsman to lock up the playing field during the summer months when the opening times are longer.

Members noted that paint has been received for groundstaff to paint all benches in the playing field before Anglia in Bloom judging day and this is currently being undertaken. Members mentioned about the painting of rose garden fences, cleaning of picnic benches and maintenance of play area gates. This information will be passed on to the grounds contractor to action.

RECOMMENDED that the above information be noted.

## 17 FOOTBALL PITCHES

### 17.1 Rayleigh FC Training

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

RECOMMENDED that the above information be noted.

17.2 Season 2018/2019

Members noted that all clubs have completed their fixtures for the 2018/2019 season.

RECOMMENDED that the above information be noted.

17.3 Season 2019/2020

Members noted that forms have been sent out to all current football clubs for hire of pitches for 2019/2020 season. Applications were approved from Ralee FC and FC Dedman Gray and it was agreed that Rayleigh Football Club may return next season when form their is received.

RECOMMENDED that all existing football clubs may continue to hire the pitches for 2019-2020 season

17.4 Insurance

Members noted that signs are now displayed at all entrances to the field stating “Public Notice, Organised Football Takes place at Weekends”.

RECOMMENDED that the above information be noted.

18 ADDITIONAL STORAGE GROUND MANS SHED

Members noted that quotes were discussed with the Committee Chairman and a quote of £576 has been accepted for the installation of a full sized door in the lean-to wall which will be carried out in due course.

RECOMMENDED that the above information be noted.

19 PUBLIC TOILETS

19.1 Ground Floor Pavilion Accommodation

Members noted that the invitation to tender for the alteration of the ground floor accommodation into the Town Council reception area and direct access public toilets, has been sent out and advertised on the Town Council, Rochford District Council, Contract Finder websites and the Town Council noticeboard. The deadline for submission is Friday 31<sup>st</sup> May at midday. A date for opening the tenders will be arranged in due course and members will be contacted.

RECOMMENDED to arrange a date for opening the tenders and contact committee members.

20 LITTER BINS

Members noted that 3 larger capacity units have been delivered and will be installed by the groundstaff. The cost of the units is £1,036.80

RECOMMENDED that the above information be noted.

21 GREEN FLAG 2019/2020

Members noted that the field has been entered into the 2019/2020 and the management plan has been submitted. The Green Flag judges will be visiting on Wednesday 5<sup>th</sup> June at approximately 2pm. Mr D Tubby has been informed and will be present. The Committee Chairman will not be available to meet the judges, therefore the Committee Vice Chairman will be attending.

RECOMMENDED that the above information be noted.

22 ESSEX PLAYING FIELD ASSOCIATION

Members noted that the playing field has been 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

RECOMMENDED that the above information be noted.

23 ANGLIA IN BLOOM

Members noted that todate the judging date for Anglia in Bloom has not been received.

Members noted that a quote of £322.83 has been accepted to supply compost and plants for the two three tier planters and all pots located by the pavilion and picnic benches. These will be planted and maintained by the groundstaff.

RECOMMENDED that this information be noted.

24 TREE SURVEY

Members noted that Rochford District Council conducted the annual tree survey in the playing field for 2019 at a cost of £225 and accepted a quote of £825 to carry out the recommended work. The Playing Field is in the conservation area and subsequently Rochford District Council would have the necessary approval.

RECOMMENDED to accept a quote of £825 to carry out the recommended work as specified in the tree survey.

25 ROSE GARDEN

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

Members noted that a quote had not been received from Elm for bedding plants for this area and would be chased. It was noted that the roses require spraying for greenfly and maintenance. Elm had

informed that there would be additional staff working on the playing field in the lead up the Green Flag Judging Day.

RECOMMENDED to inform Elm that the roses require spraying for greenfly and maintenance of the rose bed area.

26 PLAYING FIELD SIGNS

Members noted 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”.

RECOMMENDED that the above information be noted.

Meeting closed at 8.04pm

Chairman

Signature..... Date.....