



**RAYLEIGH TOWN COUNCIL**  
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**Minutes of the Environment & Open Spaces Committee  
Held on Monday 21<sup>st</sup> February 2022 at 7.30pm.**

**EOS1/22 Those present and apologies for absence.**

**Chair** D Belton (from EOS2/22)

**Councillors** C Stanley, R Dowell, E Callis, D Sperring, C Roe, J Sawford, B Smart, D Mercer (ex-officio)

**Also present** **Locum Clerk, Deputy Clerk**

**Resolved** Apologies were accepted from Cllr R Milne, J Lumley, D Burton.

**EOS2/22 Election of Chair**

Cllr D Belton was **nominated** by Cllr Sperring seconded Cllr Mercer. With no other nominations, Cllr D Belton is appointed.

**EOS3/22 Appointment of Vice Chair**

Cllr R Dowell was **nominated** by Cllr D Sperring seconded Cllr C Roe With no other nominations, Cllr R Dowell is appointed.

**EOS4/22 Public Forum**

None present

**EOS5/22 Substitutes**

No substitutes have been appointed.

**EOS6/22 Non-Committee Members Attending**

Cllr C Callis.

**EOS7/22 Declaration of Interests**

RDC Members

Sperring Chair of environment at RDC and directly involved from DC end.

**EOS8/22 Correspondence**

A query about funding for John Fisher playing field was noted and addressed at minute EOS15/22.

**EOS9/22 Committee Budget**

The Committee reviewed the budget and noted that the Museum allocation had been set at £10,000. The Clerk was asked to set the budget to £15,000.

**EOS10/22 Youth Liaison**

A written report will be submitted later. There have been no problems encountered and regular visits are going ahead as planned.

**EOS11/22 Football Pitches**

Training & Fixtures

Members noted that the weekly Saturday morning training and weekend fixtures continue to take place. To date, one weekend was cancelled (8<sup>th</sup>/9<sup>th</sup> January 2022) due to weather conditions.

**EOS12/22 Bowls club**

The Club wish to renovate and upgrade an existing building and are seeking landlord's consent. It was agreed that Cllrs C Stanley, R Dowell and E Callis are appointed to attend an initial onsite meeting.

**EOS13/22 Play Area**

The Committee noted that an offer of engagement will be placed on contract finder for one month starting 18<sup>th</sup> February 2022.

**EOS14/22 Petanque Terrain Proposal**

Following a site meeting, it was proposed that the terrain will be located in the rose garden. Some concern was expressed about making an agreement to install before the price was known but it was noted that a contractor would need to know the location before knowing how to price the work. Now the location is established, a price will be sought.

Following a discussion about reserving the site for pre-booked games and providing equipment, it was agreed that the terrain would be open to all and that players would bring their own kit. There may be a possibility of hiring equipment from (say) the snack bar, but not as part of the initial discussion.

**Resolved.** The Committee approves locating a single petanque terrain in the rose garden, subject to an acceptable quotation. Proposed Cllr D Belton and carried unanimously.

**EOS15/22 John Fisher Open Space**

Members to note that the matter was considered at Rochford District Council on 15<sup>th</sup> February and a report is expected. The Council has been offered a 125-year lease.

Ms Wilson's email was noted.

The Council wishes to acquire the land as an asset to the community, the playing equipment and football pitches are well used. Investment here will improve the assets in an otherwise poorly served area.

Rayleigh Football Club would like to take on the pavilion and restore it at their own expense. They are keen to make a start, and they have appropriately skilled volunteers. Improvements will be stepwise, with essential repairs being done first and improvements come later.

The grounds will be open to the public all the time, pavilion will only be open when required. No public toilets will be provided initially but may be considered as a later project.

There is an earmarked reserve in the 2022 -2023 budget and section 106 funding is available as well. The Council would be looking for partner funding where possible.

The contract for maintenance will not necessarily be awarded to the contractor that currently manages works at the King George V field.

Council will have to consider security, preventative and legal management should there be any problems.

Cllr Lambourne raised concerns about the process by which the decision is being made, specifically, asking about funding and consultation. The concerns raised were all items that would be addressed prior to any decision being made as they are a requirement of Town Council standing orders.

The committee is satisfied that an adequate level of consultation has been achieved: this project has been a stated aim of the council for some years and the ward councillors are satisfied that the residents agree that the site needs improvement. With the earmarked reserve and potential section 106 funding, it was confirmed that it will be done within budget.

The committee will make a recommendation to full council based on the wording of the RDC report. The committee will recommend adoption of the field subject to adequate information.

### **EOS16/22 Tenders**

Two tender submissions for grounds maintenance work were received within the timeframe. Two were received after the closing date and remain unopened.

**Resolved.** The Committee will appoint ELM to deliver the Lower Wyburns maintenance service for 2022 – 2025 at an unchanged price of £7,300 p.a. Proposed Cllr Belton seconded Cllr Dowell and carried unanimously.

Two tenders were received before the closing date. ELM offering at £75,878 p.a. and JPB at £57,996. Although there was a difference between the prices, the committee reviewed the price breakdown of both offers, noting the main variances were in sports maintenance and miscellaneous provisions. As the current provider had direct experience of delivering on these aspects of the work, it was agreed that their pricing was more realistic and matched the level of expenditure that the work

would require. As this is a high-profile and important service to the residents, it was felt that the potential saving did not justify the risk of appointing a new contractor.

**Resolved.** The Committee will appoint ELM to deliver the grounds maintenance service for 2022 – 2025 and a fixed three-year price of £75,878 p.a. Proposed Cllr Mercer seconded Cllr Dowell and carried unanimously.

#### **EOS17/22 Allotments**

To note that thirteen rental payments are still outstanding and are being pursued. Updated on the evening four more have paid

Meeting closed 8.50 pm