

BUCKHURST HILL PARISH COUNCIL

MINUTES OF THE RECREATION & COMMUNITY COMMITTEE HELD AT 8.00pm ON THURSDAY 20 September 2018 AT BUCKHURST HILL LIBRARY, 165 QUEENS ROAD

001/18

PRESENT

Cllrs: Ms G Reynolds (Chairman)
Mrs J Forker-Clark
Mrs J Share-Bernia
Mr B Nagpal
Mr S Neville
Mr K Williamson
Mr N Wright

In attendance; Miss J Taylor (Deputy Clerk/ RFO)
Mr K O'Brien (Clerk)

Meeting commenced at 20.15

002/18

ELECTION OF VICE-CHAIRMAN

It was subsequently proposed by Cllr N Wright, seconded by Cllr J Share-Bernia and unanimously AGREED to elect as Cllr Forker-Clark Vice Chairman of the Committee.

003/18

APOLOGIES FOR ABSENCE

There were no apologies for absence.

004/18

DECLARATIONS OF INTEREST

There were no declarations of interest from Councillors in any item on the agenda.

005/18

MINUTES

The minutes of the meeting held on 17 May 2018, previously circulated, were approved and the Chairman authorised to sign them.

006/18

PUBLIC PARTICIPATION

No public present

007/18

CHAIRMAN'S AND CLERK'S COMMUNICATIONS

None received.

008/18

FINANCES

a) A report of the Committee's finances as at 31 August 2018 had been circulated, which was discussed and accepted.

b) Committee unanimously agreed in principle to purchase new chairs for Roding Valley Hall. The actual number of chairs, type, storage and cost to replace as well as the cost for disposal of old chairs will be considered at the next Recreation and Community meeting when more information will be made available.

The Committee also discussed at length budgetary requirements for 2019/20. It was unanimously AGREED a recommendation for Finance and Establishment Committee to increase the budget for Events from £10,000 to £15,000. To enable the summer 2019 event.

009/18

WEBSITE PROVIDER

The Deputy Clerk advised Councillors that the provider is clearly having problems sticking to timelines. We can only conjecture as to why this is but there

is no doubt that their lack of knowledge and experience of the Public Sector is clearly, at the very least, a contributory factor at the very least.

However, we have now reached a point where we have actually been able to start testing the website ourselves. As a consequence we have been back to them with various difficulties encountered, and they are addressing.

It is also quite evident that a lot of the content element we will have to input ourselves to ensure that it is done correctly and speedily. The provider is now saying completion end October but it is strongly suspected it will slip further. We will continue to update.

010/18 **RECREATION AREAS**

The Deputy Clerk reported that a few very minor maintenance issues were highlighted in the Independent Inspectors annual report. These have now been addressed.

009/18 **OPEN SPACES**

- a) Updates - The Deputy Clerk advised Councillors that Stacey Gardens is to be discussed 7b). Village Green, we have learnt that the new owners of the Village Green have finally registered their ownership with the Land Registry, some two years after the event. Our solicitors have written to them but, entirely predictably, to date have received no response. Why they have chosen to register now after a couple of years is interesting BUT again at the moment a matter of conjecture. We continue to monitor.
- b) Phase two refurbishment Stacey Gardens – After a lengthy discussion Councillors decided that no bench will be placed on Stacey Gardens, as to prevent any anti-social behaviour issues. As previously discussed in prior meetings Councillors also decided against a water feature. It was decided that extra landscaping would commence in the spring 2019.

Councillor Forker-Clark suggested that Buckhurst Hill Parish Council should consider acquiring purchasing Cascade green and other green areas in the East Ward. Following a lengthy discussion it was agreed that the Clerk prepare a report for a future meeting of the Recreation and Community Committee.

010/18 **GENERAL AMENITIES**

Updates

Bus Shelters – A minor repair to be made at the rear of the bus stop by the pond otherwise all Bus Shelters are ok.

Benches – no issues.

Salt Bins – to be replenished ahead of winter.

Councillor Forker-Clark raised the issue that more salt bins are required in The East, and she would offer options of where they were needed.

Noticeboards – no issues.

Planters – office currently liaising with our providers regarding the autumn planting.

011/18 **PARISH COUNCIL MAGAZINE**

Councillors reported they had lots of positive feedback from residents. The Deputy Clerk subsequently advised Councillors the cost per issue is currently £2685.00. Following a lengthy discussion it was unanimously agreed to continue with three issues per year but to review after the new website is up and running. Councillors then considered the content and it was unanimously agreed that Councillors and the Parish Office would seek to encourage a broader range of contributors. It was also suggested that the next edition include a report on the pie and mash event, and details of Christmas card winner to go into the spring edition.

The Deputy Clerk is actively working on a Facebook account.

012/18

COMMUNITY EVENTS

- a) Pie and Mash Event – Entertainer and food booked and artwork for posters were approved by the Committee. The Deputy Clerk advised that fifty residents from care homes are currently attending leaving thirty spaces left open for Buckhurst Hill residents to pre-book. The cost of the event will approximately be £1076; Councillor Reynolds then reported that the food is very likely to be donated, which would dramatically reduce the cost. The Committee was advised that we will need helpers for this event and to try and keep 22nd November afternoon free.
- b) Summer 2019 Event – a working party has been agreed by Councillors. The Committee consists of Cllr G Reynolds, Cllr N Wright, Cllr S Neville Cllr J Forker-Clark, and Cllr S Patel.

013/18

CHRISTMAS 2018

- a) Christmas on Queens Road - The Deputy Clerk advised Councillors that the following bookings have been made: Choirs, Santa, Real Reindeers, Hog Roast, Christmas Tree juggling on stilts, Puppet show 4 x 30 minute shows, Marques, various stalls, Police attendance, Singer, Sax player, Characters theme 'The Incredibles'. Helpers are needed, and have asked Councillors to keep the date free.
- b) Parish Council Christmas Tree –1st December 2018 at 4.30pm – 5.30pm. Lighting of the Christmas tree, Christmas Carols, Mulled Wine and Mince Pies. Logistics to be confirmed at a later stage.
- c) Christmas Card Competition – it was decided that the theme for 2018 is 'The Magic Of Christmas' All schools within Buckhurst Hill will be approached, and it was agreed that all entries will receive a small gift (to be decided). The Christmas Cards will be circulated for all Councillors from this Committee are to take part in the judging. Cllr B Nagpal was nominated to present prizes to the winners.
- d) Christmas Parcels – The Deputy Clerk to speak with Mrs Evans (previous Deputy Clerk) on the method on compiling the annual Christmas parcel list. The impact of GDPR was discussed as is the usual organisations that we contact may now not be able to give information of names. It was also agreed that advertising in the parish magazine to ask people to nominate residents, who might qualify for the scheme. It was also agreed the parcels, a small box chocolates, the same as previous years.
- e) Illuminated Trees and Motifs – Councillors decided on this year's lighting motifs. The Deputy Clerk advised Councillors that all paperwork regarding street lighting has been sent to Essex highways; Seasonal lighting for approval.

014/18

ALLOTMENTS

Update

The Clerk have been chasing solicitors for their view on the draft Management Agreement. The clerk is to arrange a meeting with them to discuss.

We are liaising with Allotment Society to replace 2 gates, the quotes are within the agreed budgets.

015/18

100TH ANNIVERSARY OF THE WW1 ARMISTICE

The Deputy Clerk reported that we have finally received permission from Essex Highways for large poppies to be displayed 8ft high along lampposts in Queens Road, Victoria Road, Palmerstone Road, High Road (part), Loughton Way (part), Station Way (part). It was also suggested and agreed to include Buckhurst Way (part). All Councillors were in full agreement with the scheme.

The issue that we now have, mainly due as a consequence of Essex Highways

having taken approximately three months to grant permission, The Royal British Legion are now out of stock of the lamppost poppies. We to liaise with The Royal British Legion and will update Councillors. It was also suggested the parish office investigate other potential suppliers and report back. There was a lengthy discussion regarding this item and we are to keep trying The Royal British Legion and to contact other companies to either get the poppies made or to possibly make the poppies.

There being no further business the Chairman thanked members for attending and closed the meeting at 9.35pm.

Chairman

Date

DRAFT