

Those present:

Cllr Gilbert – (Chair)
Cllr Chambers
Cllr Page
Michelle Curtis (Parish Clerk/RFO)
1 Member of the public

1. Apologies for Absence

Apologies were received and accepted from Cllr Hawes.

2. Declarations of Interest

There were no declarations of interest disclosed.

3. Public Forum

The Clerk advised that a resident had emailed about some metal posts lying on the ground near the concrete strip (old cricket strip). The grass has grown over them.

The Clerk reported that she had contacted the Football Club, as the posts are from an unused set of football goals. The Football Club will arrange for them to be moved into the store shed over the weekend.

4. Minutes

Resolved: The minutes of the Recreation Ground Committee Meeting held on 4th June 2025 be approved as a true and accurate record of the meeting. Unanimously agreed by those who attended.

The Chair signed the Minutes.

5. Annual Play Equipment Inspection Report

The Annual Play Equipment Inspection Report dated July 2025 was received.

The play equipment was identified as having a low or very low risk. Some items required monitoring.

Action: The Chair to provide a list of items requiring monitoring so the Amenities Officer can inspect them during the monthly inspections of the play equipment.

Since the inspection, the graffiti has been removed from the youth shelter.

The gates on the play area's fence needed maintenance.

Action: Clerk to contact Gamart Engineering about the gates.

The report indicated that the Youth Shelter was loose.

Action: Cllr Page to check the equipment.

6. Tree Survey

The Tree Survey Report dated June 2025 was received and noted.

The Full Council contracted Barney Reece to undertake work on the identified high-risk trees. This work is scheduled for early December 2025.

There were also trees classified as low-risk, and the Committee reviewed the quotations.

Resolved: Unanimously agreed to recommend to the Full Council that the quotation from DW Maintenance for £900 be accepted for work on the low-risk trees. The work could be funded from the Recreation Ground Earmarked Reserves.

7. Project/Maintenance Works

7.1 Project Works

When the skate park was removed, some suggestions were made for a pump track at the Recreation Ground. The only available space for such a facility is in the bottom right corner of the Recreation Ground, near the youth shelter. This was explored further and discussed with a member of Maldon District Council, who advised that this area would not be suitable.

Before the recent project works, which involved installing a bench and a basketball hoop, a survey was conducted at the Youth Club. The Chair suggested exploring ways to increase youth engagement. Cllr Chambers proposed that a QR code survey could be used.

Action: Cllr Chambers to look into QR code surveys.

The Committee agreed to consider conducting a survey the following year, as it would provide adequate time to assess the popularity of the new basketball hoop.

The Clerk suggested that the Committee consider applying to Active Essex to secure funding for basketball sessions, which could hopefully promote the use of the equipment.

Action: Cllr Chambers to look into Active Essex Funding.

7.2 Maintenance Works

The Clerk reported that since the last meeting of the Recreation Ground Committee, the following work had been completed:

Painting of the youth shelter

Painting of the kickwall

Painting of the play equipment

Tree survey

Installation of a replacement dog bin

Maintenance to be done:

A replacement litter bin is to be installed at the entrance to the Recreation Ground.

Outstanding maintenance:

Clearing of weeds from the rubber mulch surfacing

The Chair reported that the yellow bollard at the entrance to the Recreation Ground near St John's Court was unstable and suggested that it be removed.

Action: Clerk to obtain a quotation for the removal of the bollard.

The Chair reported that the gate nearest the play area had been securely locked with a padlock and chain to prevent children from running out in front of the zip-wire. A barrier could be purchased, but this requires further investigation.

8. Recreation Ground Usage

The Chair reported that the person who had requested use of the Recreation Ground for a Car Show/Family event has temporarily put the event on hold.

Cllr Page stated that she had drafted the policy and booking form for events on open spaces, and the document will be presented to the Finance & Policy Committee for consideration at the meeting on 4th December 2025.

Cllr Page provided an overview of the documents and the proposed fees, which the Committee was happy with.

9. Finances/Earmarked Reserves

The Committee reviewed the Finances and Earmarked Reserves (Appendix A).

The Committee discussed the Earmarked Reserves and would propose to the Full Council that the £250 set aside for the painting of the kickwall be reallocated to tree work. The work on the kickwall had been completed by a Volunteer free of charge.

10. Precept 2026/27

The Committee considered the funds required for the general running of the Recreation Ground in the next financial year. The proposed budget will be submitted to the Finance Committee for consideration when setting the precept.

Earmarked funds	
Play Equipment Replacement	£1,000
Tree Work	£3,000
Tree Survey (cost to be split over two years)	£300
Contract (Grass cutting)	£10,000
General Maintenance	£4,000
Pitch	£0

11. Other Matters

The Chair reported that the green wheelie bin with no.6, which had been moved from the Recreation Ground onto Elysian Gardens, was still there.

Action: Clerk to speak to Maldon District Council.

The Clerk reported that a resident had suggested reinstating the cricket strip for use as a “soft ball” cricket pitch.

Action: The Committee to explore this further.

12. Date of the Next Meeting

The next meeting will be held on:
Wednesday 28th January 2025 – 7.30pm – Pavilion

The Chair closed the meeting at 8.25pm.

Signed.....

Date:.....

Recreation Ground Finances As At 15th October 2025

	Expenditure to Date	2025/26 Budget	Balance	
Contract	£4,803	£9,610	£4,807	Currently £800.44 per month
Gen Maintenance	£2,757	£3,500	£743	
Pitch	£0	£500	£500	
TOTAL	£7,560	£13,610	£6,050	
	Income to Date	2025/26 Budget	Difference	
Pitch Fees	£947	£2,500	-£1,554	
Earmarked Funds				
Recreation Ground Opening Balance	£9,771			
Budget 2025/26 - Tree Survey and Tree Work	£3,000			
Budget 2025/26 - New Play Equipment Project	£1,000			
Fell Dead Sycamore	-£420			
New bin installation	-£150			
Grant - Neighbourly	£1,000			
Tree Survey	-£510			
Skate Park Removal	-£3,360			
Youth Shelter Painting	-£430			
New Bench	-£993			
Basketball Hoop	-£1,350			
TOTAL	£7,558			
Less Committed Expenditure:				
New equipment project	-£1,657			
Tree work	-£3,450			
Kickwall Painting	-£250			
Repairs Renewals Budget	-£2,001			
TOTAL	£200			