

**Draft**

**Langham Parish Council  
Recreation Ground and Open Spaces Meeting  
Minutes**

**Held at Langham Community Centre 7:30pm 19<sup>th</sup> June 2024**

**Attendees:** Cllr Ogawa, Cllr Freeman, Cllr Anderson and Bob Schofield.

**Present:** Clerk – Carol Harbach, Cllr Bottwood, Cllr Armstrong,  
0 Members of the public.

**24/022 Welcome and Apologies for Absence**

Cllr Ogawa welcomed everyone to the meeting.  
No apologies of absence were received.

**24/023 Declaration of Members Interests**

No declarations arose.

**24/024 Agree Minutes from the last Recreation Ground meeting 15<sup>th</sup> April 2024**

These had been previously circulated and were agreed to be a true and accurate copy, after a couple of typos had been rectified. Proposed Cllr Armstrong seconded Cllr Ogawa All agreed.

**24/025 Matter's arising from the last meeting.**

Old goals posts have been removed and disposed of.  
All other items are on this agenda.

**24/026 Public Open Forum (maximum 10 minutes)**

Questions to be noted and answered at the next meeting.  
No public present.

**24/027 Events**

It was noted that the travellers had arrived on Wednesday 12<sup>th</sup> June 9pm and had been evicted on Thursday 17<sup>th</sup> June at 2:30pm.

Thanks were given to Bob Schofield and Cllr Bottwood for the help on the night of the arrival of the travellers. Also, for the response that went out of the timeline of events on the website for residents.

- Classic Car Show – 8<sup>th</sup> September 2024 Clerk to book hall 9am until 6pm with LCC. Jack Rabbit will run the bar. The map of the event will be agreed by the group and sent to the Car Club as to where things will be parked on the field. This was discussed and will be followed up by Cllr Freeman. Stalls will be looked into. Budget for advertising and TENS will need to be looked at. A budget of £600 will be put forward for approval to the main council. Proposed Cllr Armstrong and seconded Cllr Anderson. All agreed. An acapella group and food caterers will also be contacted.
- Firework Night – Boards and Banners are being kindly completed by John Palmer.  
The 2<sup>nd</sup> November Fireworks are booked and the deposit has been paid. Jack Rabbit have been asked to complete the whole bar, this will be quoted for by them. Mulled Wine will be available and provided as before

by LPC. Stalls will be discussed and agreed in the future by the fireworks working group.

Beeline will be contacted regarding availability of the bouncy slide and roundabout. The time of the fireworks will be advertised on flyers.

The Beacon will also be lit on the night.

A firework committee will be formed and the details will be finalised for the event. The meeting was arranged for this group on the 15th July in the evening. The Oaks will be contacted by Cllr Bottwood for usage of the car park.

- D-Day event – This event went well and around 200 people attended, there were lots of good events on the day. The microphone was an issue but this will be followed up in the future, and more microphones will be available for other booked events.
  
- Donations for D-Day event support –  
This was discussed and donation of £200 for the Choir and £100 for Brewers.  
The shop needs also to be paid for supplies used. All costs will be within the budget agreed.  
Proposed Cllr Ogawa seconded Cllr Anderson. All agreed.  
Bob Schofield will obtain the voucher for Brewer's. Clerk to contact choir for BACS details.

**24/028**

**Public Toilet Requirement**

A working group is being set up for this and this was also discussed at the Planning meeting. Chris Graves, Cllr Bottwood, and Cllr Freeman will feedback into the recreation ground after they have met. The group are looking at the self-cleaning toilets. The ongoing contract will cost the most amount of money. It was recognised that the important thing is to where these toilets will be situated. Other grants and S106 money may be available and will be researched. Cllr Tom Rowe has been contacted to see what funding could be found from CCC.

**24/029**

**Storage requirements review for Recreation Ground**

- Existing Container Clearance & Skip Hire  
The skip will be organised and then the broken and not needed items will be sorted and placed in the skip.  
The pavilion will be used in the interim period to store equipment that is wanted. Cllr Armstrong, Cllr Anderson, Cllr Ogawa and Bob Schofield will start this process before the skip is ordered.
- Residual, new, & planned future equipment storage needs  
This will be followed up after the last item.
- New container specification and quote  
This will be followed up after the last item.

**24/030**

**RoSPA playground inspection**

Clerk to organise this. Quotes these will be obtained circulated and one supplier booked.

- 24/031 Repairs to playground equipment - quotes**  
The wet pour areas need attention and we need to have quotes. Clerk to get quotes for this and report back to the committee asap.
- 24/032 Recreation Ground Extension**  
This was thought best to be completed in phases, LPC will talk to Glen Williamson as to what has been discussed to date. The allotments were looked at along with a car park and other ideas are also being considered. The next phase will involve discussions from the planning working group and reported back to the recreation ground committee. All new ideas can be brought forward and discussed further. A working group will be formed first for this area investigations.
- 24/033 MUGA**
- Objectives and specifications  
Cllr Armstrong updated the group on this with S106 allocated money that is available. This was agreed that this now needs to be moved forward. Cllr Armstrong has completed some historic work on what has already taken place and is still compiling information. Ongoing.
  - Project working group  
This will need to be formed and consist of Cllr Armstrong, Cllr Anderson and Cllr Freeman. Cllr Bottwood will have previous information available for the group if they need it.
  - Invitation to Tender, adjudication, delivery  
The specification document will be produced by the group and brought to the committee. This will then be published on the public contract site once agreed.
- 24/034 Badminton equipment/markings**  
It was proposed that LPC was to approach the LCC to have a new badminton court again. There is only one court space available for this, and it was thought to run this for one evening a week on a casual basis as a start. This would be good to the village and specially in the winter evenings, as well as provide income for the LCC. The equipment would need to be purchased and grants will be looked at for this. This will be taken to the LCC for the permission to have markings on the floor. Cllr Bottwood will follow this up and report back to the committee. Table Tennis was also considered for outside in the future. This will be explored further.
- 24/035 Third new Marquee**
- Tent size & order timing  
This is to be ordered. We currently have a new gazebo and a new marquee. Spares poles for these will be purchased. The new marquee will be heavy duty with more heavy-duty poles.  
The more substantial marquee will be purchased and sized at 10m x 5m. Cllr Armstrong will follow this up.
- 24/036 Tennis contract**  
Cllr Armstrong declared an interest in this item.  
The history around the previous contract was explained and a new contract is now needed again for both the tennis club and the LPC.  
This was discussed further and will be taken forward.

When the MUGA specification is decided then the contract can then be discussed further.

**24/037**

**Shrubs for Gigaclear cabinet**

This is currently at the stage of Gigaclear should be completing the forms that need to be sent to Cllr Barber and Highways. These are needed to agree responsibility and this needs to be clarified between themselves. Clerk to talk to Gigaclear again and follow up. This is no longer going to be on the Recreation Ground Committee Agenda.

**24/038**

**Items for the next agenda**

Security Bollards for gate entrances.  
Langham 10k- 22<sup>nd</sup> September 2024 no charge if volunteers are from the Boxted Runners are available for the fireworks event (10 volunteers) and the group confirm that part of the profits go towards the PTA at the school and they agree to clear rubbish after the event. Clerk to contact Boxted Runners.  
Renewal of football contracts.

**24/039**

**Chairman closure of meeting**

The chairman closed the meeting at 9:40pm

Signed .....

Cllr Ogawa

Date .....