



GREAT HORKESLEY PARISH COUNCIL
MINUTES OF THE JUBILEE GREEN COMMITTEE MEETING
HELD ON TUESDAY 3RD JUNE 2025
IN GREAT HORKESLEY NEW VILLAGE HALL AT 7.00PM

Those present:

Cllr P Tempest (Chairman)
Cllr C Arnold
Cllr S Jarvis
Cllr C Wescomb-Cross

J25/01 Election of Chairman & Vice-Chairman

The Council Chairman called for nominations for the position of Committee Chairman. Cllr Arnold nominated Cllr Tempest and with there being no other nominations for the position, Cllr Tempest was duly elected as Chairman of the Jubilee Green Committee.

Cllr Tempest nominated Cllr Jarvis for the position of Vice-Chairman and with there being no other nominations for the position, Cllr Jarvis was duly elected as Vice-Chairman.

J25/02 Apologies and Reasons for Absence

Apologies were received and approved from Cllr Burns-Langton.

J25/03 Declaration of Interests

No member declared an interest with respect to any item of business on this agenda.

J25/04 Jubilee Green Takeover Update

The Clerk advised that she had received an email from Simon Wood at Colchester City Council, who will be handling the land transfer and had asked who the legal representative for the Parish Council will be. Cllr Jarvis recommended contacting a solicitor that she had used previously. The Clerk will also contact EALC for recommendations and advice.

Cllr Tempest suggested offering 1st December as a potential takeover date.

The Committee will need to consider hire agreements, terms and conditions, and other necessary policies required, and investigate what the current insurance policy covers.

J25/05 Jubilee Green Maintenance

Cllr Tempest has been putting together a list of what likely maintenance tasks there will be once the Parish Council has taken over the Jubilee Green. One quote has been received, and another company is coming out to quote next week. It is expected that annual costs will be around £10,000 per year (including VAT). It will be recommended to full council that these approximate expenditure figures be approved, and that once all quotes have been received, power be delegated to the Jubilee Green Committee to review and discuss the quotes in detail and agree which to accept.

J25/06 Playground

- (a) The Clerk and councillors will seek further information regarding legal requirements for the maintenance and ownership of the play area, such as how often inspections need to

take place and what policies and procedures are required, to be discussed at the next meeting. The Clerk will contact the Clerk for Boxted Parish Council and also EALC for advice and ask the Caretaker and Booking Manager whether they would consider carrying out routine inspections as a part of their paid role for the Council.

- (b) The Clerk advised that she has still not received a complete quote for the installation of a new net on the climbing frame, despite chasing. Members discussed replacing the climbing net with something completely new instead and the possibility of then applying for grants to help fund the new equipment. If the Clerk has still not received a quote before the next meeting of full council, it will be recommended to councillors that the decision to purchase a new net be rescinded (item 24/118f) and alternative options be pursued.

J25/07 Recommendations to Full Council

In addition to the recommendations mentioned above, members recommend to Full Council that an Ear-Marked Reserves fund be set up for the Jubilee Green.

J25/08 Next Meeting

The next meeting of the Jubilee Green Committee will be Tuesday 9th September 2025 at 7.00pm, unless a meeting is necessary before then.

The Chairman closed the meeting at 7.52pm.

These minutes are a true and accurate record of the meeting.

Signed
(Jubilee Green Committee Chairman)

Date