

Witham Town Council

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MINUTES

Meeting of: **Town Council**

Date: **Monday, 29th October 2018**

Present:	Councillors	T. A.	Pleasance	(Town Mayor)
		J.C.	Bayford	
		J.C.	Goodman	
		P.	Horner	
	Mrs	A.	Kilmartin	
		M.C. M	Lager	
	Mrs	S.C.	Lager	
		J.R.	Pullen	
	Mrs	J.	Williams	
		R.	Williams	
		M.	Squire	(Town Clerk)
	Mrs	G.	Kennedy	(Committee Secretary)

And one member of the public.

31. APOLOGIES

Apologies for absence were received from Councillors Mrs J.A. Kempf and P.M. Ryland who had a previous engagement, Councillor Mrs J.M. Money who was indisposed, and P.R. Barlow, R.P. Ramage and W.J. Rose who were on District Council business.

32. MINUTES

RESOLVED That the Minutes of the Town Council Meeting held 3rd September 2018 be confirmed as a true record and signed by the Town Mayor.

33. INTERESTS

Councillor J.C. Goodman declared a non-pecuniary interest in Minutes 41 – Polling District and Polling Place Review, and 43 – Funding for Play Equipment at Alan Road Play Area, as a Member of Braintree District Council.

34. QUESTIONS AND STATEMENTS FROM THE PUBLIC

There was no comment from the member of the public present.

35. ASPECTS OF REMEMBRANCE

(i) A list of contributors to the Windows of Remembrance was received.

Members were impressed with commitment of the public in being involved in Remembrance this year and also thanked the staff for their involvement.

RESOLVED That the following businesses be formally recorded as contributors to the Windows of Remembrance –

Helen Rollason Cancer Charity Shop
Wilson Devenish Accountants
Michelle Floral Design
Rag Tag & Bobtail
The Newlands Butchers
The Little Flower Company
7 to 7 Solutions Ltd
Hunnaball of Witham
F. Byford & Son
Fenn Wright
Richards Funeral Service
Mondy Iron Mongers
Visions of Witham
Valero Lounge
Brookend Veterinary Surgery.

(ii) A report was received regarding the younger members of ‘Witham Hangout’ making plastic poppies for Remembrance.

Members considered that it would be appropriate for the poppies to be made into a wreath for laying during the Remembrance Day service at the War Memorial.

RESOLVED That the young people of Witham Hangout be thanked for making the poppies, that they be asked to make into a wreath for laying at the War Memorial, with permission of the Royal British Legion, and they be asked if they would wish the wreath to be returned or retained by the Legion.

36. TOWN PLAN

Observations of the Town Plan were received from Mr Roy Belsham, member of Witham Town Centre Strategy Group and Witham Rotary Club.

Members welcomed the observations and agreed that the land at Bellfield could possibly be turned into a car park but there would be problems with access. The land is contaminated and being left makes a good habitat for flora and fauna. It was pointed out that some of the land would be used by Essex County Council for a slip road at the roundabout.

There could be an opportunity through Section 106 monies to improve sports' facilities in the Park but there has been no public outcry for tennis courts.

Members agreed that there is no need for further space for stalls in Lockram Lane as there were only four stalls on Saturday.

Mr Belsham should be advised to get in touch with the North Essex Parking Partnership to deal with the parking issues in Luard Way.

RESOLVED That the observations be received and noted and not included in the Town Plan.

RESOLVED That Mr Belsham be thanked for his comments and a response made to the points raised as above.

37. TOWN CLERK'S REPORT

The Town Clerk's Report on matters arising were received.

RESOLVED That the Report be received and noted.

38. DEMENTIA FILM SHOW

A report was received from Councillor Mrs J. Williams regarding the Dementia Film Show.

She explained that the event had proved very successful but some people were put off because they did not have dementia and there is no transport on a Sunday to get to the library. Members agreed that it is worth pursuing and that Braintree District Council might be able to assist with a Community mini bus. It was pointed out that this involves a lot of work and initial enthusiasm could flag.

RESOLVED That the report be received and the matter referred to the Community Committee.

39. COMMUNITY GOVERNANCE REVIEW 2018

A report and response from the Local Government Boundary Commission was received.

Members considered that the points raised should be referred to the local MP and to the Parliamentary Boundary Commission.

RESOLVED That the report be received and the issues of the New Rickstones Academy being in a different parliamentary constituency to its pupils be raised with Priti Patel, MP and the Parliamentary Boundary Commission.

40. WITHAM TOWN COUNCIL'S DISTRICT COUNCILLORS' UPDATE

Councillor J.C. Goodman, as a District Councillor, gave a report of the issues relating to Witham which had been raised recently by Braintree District Council.

He spoke inter alia of the report of the recent site meeting at Rickstones Recreation ground to discuss ways of thwarting anti-social behaviour and the devolution of assets. A report had been given regarding the success of the Artisan Street Market yet it had not been well attended. Figures had been given that by the end of August 91 affordable homes had been built but there was no breakdown for Witham. A successful event had been held in the Park as part of the Live Well Child Campaign and that officers had met with the Clinical Commissioning Group regarding the proposed health facilities in the Witham.

Members commented that it would be a good idea to receive a report from County Members.

RESOLVED That Councillor J.C. Goodman be thanked for his report and that the County Council Members asked to provide similar reports in future.

41. POLLING DISTRICT AND POLLING PLACE REVIEW

Councillor J.C. Goodman had declared an interest.

A letter was received from Braintree District Council concerning a review of the polling district and polling places.

The suggestion was made that residents who live in Rectory Lane and Rickstones Road have to travel a long distance into Rivenhall to vote and they should be able to vote locally. Members thought that the New Rickstones Academy could be used as a Polling Station which would be preferable to the Rickstones Pavilion. It was noted that the use of Powers Hall School had now been withdrawn and the football club would be used instead.

RESOLVED That a response be made that instead of the Rickstones Pavilion facilities at the New Rickstones Academy should be used; and that voters from Rectory Lane and Rickstones Road should be able to vote locally rather than travel to Rivenhall.

42. ESSEX ASSOCIATION OF LOCAL COUNCILS (EALC) – STRATEGIC PLAN

Documents relating to the Strategic Plan for the Essex Association of Local Councils were received.

The Town Clerk explained that the purpose of the documents is to set out the strategic plans of the EALC and raise its profile. He had now received the questionnaire and will forward to Members.

Members commended the EALC for its good organisation and the well set out and clear documents.

The Town Clerk added that if Members wished to attend they should inform the office accordingly.

RESOLVED That the documents be received and information noted.

43. FUNDING FOR PLAY EQUIPMENT AT ALAN ROAD PLAY AREA

Councillor J.C. Goodman had declared an interest.

An email was received from Sarah Burder, Braintree District Council, regarding the use of Section 106 monies for improvements to the Alan Road (Allectus Way open space area) and that the shortfall will be funded through the Open Spaces Action Plan.

RESOLVED That the email be received and information noted.

44. FORMER TOWN MAYORS' OBITUARIES

The Town Clerk explained that it would be useful to have a policy regarding obituaries for former Town Mayors and Councillors. Members discussed this delicate issue and agreed that it would be appropriate once a year to list all former Members that had died during the year.

It was also agreed that the Town Mayor should have the final decision as to who should be invited to Civic Receptions.

RESOLVED That once a year a list appears in Witham's Voice of all former Members that have died that year.

45. STANDING ORDERS

The proposed Standing Orders received at Minute 39 of Policy and Resources Committee Meeting held 15th October 2018 were received.

The Town Clerk said that Members' comments had been noted and would be incorporated into the Standing Orders.

RESOLVED That the Standing Orders be agreed and adopted.

46. TOWN MAYOR'S ENGAGEMENTS

The Town Mayor's Engagements were received.

The Town Mayor explained that he had been unable to attend the engagements on 5th and 6th September 2018 and his Deputy, Councillor Mrs S.C. Lager had kindly attended on his behalf.

RESOLVED That the details be received and information noted.

47. COMMITTEE REPORTS

(a) **Community Committee Meeting held 1st October 2018**

Minutes 37 – 54 (inclusive).

Councillor R. Williams, Chairman of the Community Committee, gave his Report en bloc.

RESOLVED That the Report be received and noted.

(b) **Environment Committee Meeting held 17th September 2018**

Minutes 36 – 52 (inclusive).

Councillor J.C. Goodman, Chairman of the Environment Committee, gave his Report en bloc.

Minute 49 – Parking at the Railway Station

Members were informed that residents of The Paddocks had complained that office workers from Guy Carpenter had been parking in their road regardless of the underused car park near Atlantic Square.

RESOLVED That an approach be made to Guy Carpenter and Marsh regarding the underuse of its car park whilst its staff park in nearby roads.

RESOLVED That the Report be received and noted.

(c) **Policy and Resources Committee Meeting held 15th October 2018**

Minutes 31 – 46 (inclusive).

Councillor M.C.M. Lager, Chairman of the Policy and Resources Committee, gave his Report en bloc.

Minute 42(b) – Transfer of Assets from the District Council

It was suggested that a business case should be made before assets are requested from the District Council, listing the advantages to residents and public alike. A holding letter should be sent to the District Council.

RESOLVED That the Report be received and noted.

EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED That under the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the Meeting for the following items of business on the grounds that publicity would be prejudicial to the public interest.

48. POLICY AND PROCEDURES

A report was received.

RESOLVED That the report be received and noted.

49. COMMITTEE REPORTS (continued)

(a) **Community Committee Meeting held 1st October 2018**

Minutes 55 and 56.

Councillor R. Williams continued his Report en bloc.

RESOLVED That the Report of the Community Committee be received and noted.

(b) **Environment Committee Meeting held 17th September 2018**

Minutes 53 – 55 (inclusive).

Councillor J.C. Goodman continued his Report en bloc.

RESOLVED That the Report of the Community Committee be received and noted.

(c) **Policy and Resources Committee Meeting held 15th October 2018**

Minutes 47 – 49 (inclusive).

Councillor M.C.M. Lager continued his Report en bloc.

RESOLVED That the Report of the Policy and Resources Committee be received and noted.

50. STAFFING

The Town Clerk gave a verbal report.

RESOLVED That the report be received and noted.

51. **PUBLIC DOMAIN**

Member agreed that the items discussed in Private should not be moved into the Public Domain.

RESOLVED That no items discussed in Private Session be moved into the Public Domain.

There being no further business the Chairman closed the Meeting at 9.05 p.m.

Councillor T.A. Pleasance
Town Mayor

MS/GK/6.11.2018