



Town Hall | 61 Newland Street | Witham | CM8 2FE  
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## MINUTES

Meeting of: **Environment Committee**

Date: **Monday 13<sup>th</sup> October 2025**

Place: **Town Hall, 61 Newland Street, Witham.**

Present: Councillors: J.M Coleman (Vice -Chairman)  
B. Fleet  
L. Headley  
J. Robertson  
  
H. Andrews (Deputy Town Clerk)  
S. Puckey (Open Spaces Administrator)

### 19. APOLOGIES

Apologies for absence were received from Councillors J.C. Coleman, J. Martin, A. Sloma and B. Taylor. Councillor Adelaja was absent.

**RESOLVED** That the apologies be received and approved.

### 20. MINUTES

**RESOLVED** That the Minutes of the Meeting of the Environment Committee held 22<sup>nd</sup> July 2025 be confirmed as a correct record and signed by the Vice- Chairman.

### 21. INTERESTS

Councillor Fleet declared a non-pecuniary interest in Minute 27 – Witham Tree Group, as he is a member of that group.

### 22. QUESTIONS AND STATEMENTS FROM THE PUBLIC

There were no members of the press or public present.

**23. CLERK'S REPORT**

The Clerk's Report on matters arising was received.

The Deputy Town Clerk additionally explained that fire reports had been received from Essex Fire Service about the two fires on the River Walk between Ebenezer Close and Bramble Road. One of the fires was reported as deliberate while it was not conclusive whether the second fire was accidental or deliberate.

Members were further informed about the upcoming volunteer day on Thursday 16<sup>th</sup> October to rake the grass and nettles in Mill Lane meadow, following the cut, which will encourage the buttercups and wildflowers to return to the area in future years.

**RESOLVED** That the report be received and information noted.

**24. COMMITTEE INCOME AND EXPENDITURE**

The income and expenditure report for the period 1<sup>st</sup> April 2025 to 30<sup>th</sup> September 2025 was received. It was noted that the income and expenditure was on track.

**RESOLVED** That the income, expenditure report was received and noted.

**25. 2026-2027 DRAFT BUDGET**

The proposed Environment Committee budget for 2026-2027 was received.

**RESOLVED** That the budget be received and approved.

**26. OPEN SPACES MANAGEMENT SUB-COMMITTEE**

The Minutes from the Open Spaces Management Sub-Committee meeting held on 3<sup>rd</sup> September 2025 were received.

**RESOLVED** That the minutes be received and information noted.

**27. WITHAM TREE GROUP**

Councillor Fleet had declared an interest.

Witham Tree Group minutes held in July and September 2025 were received. Councillor Fleet further advised that the watering had been completed and that maintenance was now being carried out over the autumn including tree-cage repairs. The Group would also be focussing on the tree planting season, particularly at the Rickstones Recreation Ground.

**RESOLVED** That the minutes be received and information noted.

**28. KEEPING CHICKENS ON ALLOTMENTS POLICY**

Members were asked to receive and adopt the Keeping Chickens on Allotments policy.

The Deputy Town Clerk explained that a tenant had recently asked to keep chickens on their allotments, which they are legally entitled to do under Section 12 of the Allotment Act 1950 and therefore this policy was required.

**RESOLVED** That the Keeping Chickens on Allotments Policy be received and adopted.

**29. POTENTIAL OPEN SPACES IMPROVEMENTS**

Members were asked to consider items to be included in the 2026 Braintree District Council Potential Open Spaces Improvement document. Members were advised that projects included on the document allowed Section 106 monies to be allocated to these improvements more easily.

**RESOLVED** To approve the new items suggested for inclusion on the 2026 Potential Open Spaces Improvement document.

There being no further business the Chairman closed the Meeting at 8.00 p.m.

Councillor J. Martin  
Chairman

HA/SP/15.10.2025

Minutes of the Environment Committee Meeting held 22<sup>nd</sup> July 2025