



Town Hall | 61 Newland Street | Witham | CM8 2FE
01376 520627
witham.gov.uk

AGENDA

WITHAM TOWN COUNCIL

Date: **Monday, 7th August 2023** Time: **7:30 p.m.**

Place: **Council Chamber, Town Hall, Newland Street, Witham, CM8 2FE**

Members are hereby summoned to attend the above Meeting to transact the following business. Members are respectfully reminded that each item on the Agenda should be carefully examined. If you have any interest, it must be duly declared.

To be present:

- | | | |
|--------------|---------------------|-------------|
| S. Ager | (Town Mayor) | P. Heath |
| L. Barlow | (Deputy Town Mayor) | T. Hewitt |
| E. Adelaja | | J. Martin |
| P. Barlow | | R. Playle |
| J.C. Coleman | | R. Ramage |
| J.M. Coleman | | A. Sloma |
| B. Fleet | | B. Taylor |
| L. Headley | | E. Williams |

Nikki Smith
Town Clerk

NS/GK/31.7.2023

1. APOLOGIES FOR ABSENCE

To receive and approve apologies for absence.

2. MINUTES

To receive the Minutes of the Meeting of Town Council held 10th July 2023 (previously circulated).



3. INTERESTS

To receive any declarations of interest that Members may wish to give notice of on matters pertaining to any item on this agenda.

4. QUESTIONS AND STATEMENTS FROM THE PUBLIC

An opportunity to enable members of the press and public present to comment.

Order Note: A maximum of 30 minutes is designated for public participation time with no individual speaker exceeding three minutes unless otherwise granted an extension by the Chairman under Standing Order 3(F) & 3(G)

5. APPOINTMENT TO COMMITTEES

To formally appoint Councillor Hewitt to the vacancies on the Policy and Resources, Planning and Transport and Open Spaces Management Committees.

6. ESSEX COUNTY AND BRAINTREE DISTRICT COUNCIL UPDATE

To receive reports from Essex County and Braintree District Councillors on matters relating to Witham.

7. TOWN MAYOR'S ENGAGEMENTS

To receive details of the Town Mayor's engagements attended for period 5th July – 2nd August 2023 (attached at page 4).

8. TOWN CLERK'S REPORT

To receive the Town Clerk's report on matters arising (attached at page 5).

9. REQUEST TO CHANGE DATES OF TOWN COUNCIL MEETINGS

To consider a request to change the dates of Full Town Council Meetings from Monday, 27th November to Tuesday, 28th November 2023 and Monday, 4th March to Tuesday, 5th March 2024 as they clash with Braintree District Council's Cabinet Meetings.

10. NEIGHBOURHOOD PLAN STEERING GROUP

To review the membership of the Neighbourhood Plan Steering Group and to appoint additional members.

11. COMMITTEE REPORTS

(a) **Planning and Transport Committee held 10th July and 24th July 2023**

Minutes 37 to 65 (inclusive).

To receive a report of the Meetings.

(b) **Environment Committee held 24th July 2023**

Minutes 1 to 17 (inclusive).

To receive a report of the Meeting.

12. EXCLUSION OF THE PRESS AND PUBLIC

TO RESOLVE That under the Public Bodies (Admissions to Meetings) Act 1960, the press and public be excluded from the Meeting for the consideration of the remaining items of business on the grounds they involve the likely disclosure of exempt information falling within Schedule 12A (S3 and S5) of the Local Government Act 1972.

13. ASSET TRANSFER

To receive an update.

14. CCTV TENDER

To receive an update.

15. LAND TRANSFER

To receive a report.

16. FUNDING

To receive a report.

17. CITIZENS ADVICE

To receive documentation.

**LIST OF MAYOR'S ENGAGEMENTS BETWEEN
JULY 5TH TO AUGUST 2ND 2023**

Friday 7th July, The High Sheriff of Essex and Mrs. Charles Bishop's Summer Garden

Party Attended the High Sheriff of Essex's Garden party at Pundicts Lodge, Braxted Park.

Friday 7th July, Parkview Care Home

Visited Parkview Care Home in Witham.

Saturday 8th July, Witham Carnival

Attended the Witham Carnival.

Saturday 8th July, Chatten Free School

Attended a Summer Fayre at Chatten Free School.

Sunday 16th July, Great Dunmow Civic Service

Attended the Mayor of Great Dunmow's Civic Service.



ITEM NO: 8

Officer Report: Clerk's Report

The following matters are for Members to note:

- A free wildlife watcher scheme has been launched by the Town Council for children over the summer holiday period. The scheme has been reported online by the Braintree & Witham Times and the Information Centre Manager was also interviewed on BBC Essex on 31st July 2023 about it.
- The Council have been contacted regarding metal detecting on the River Walk. Approval has been sought to carry out metal detecting in locations where two eighteenth century Bath Houses were previously situated. Further information about the history of these can be found at <https://www.janetgyford.com/places/two-eighteenth-century-bath-houses/>.

Advice:

- To receive and note.