



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

MINUTES

WITHAM TOWN COUNCIL

Date: **Monday, 9th February 2026**

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

Present: Councillors:

P.	Heath	(Town Mayor)
L.	Barlow	
P.	Barlow	
B.	Fleet	
L.	Headley	
J.	Martin	(arrived at 7.32 p.m.)
R.	Ramage	
J.	Robertson	
N.	Smith	(Town Clerk)
G.	Kennedy	(Committee Clerk)

160. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Adelaja who was unwell, Goodman who had a previous engagement; and Playle, who was at another Council Meeting. Councillors J.C. Coleman, J.M. Coleman, Sloma, Taylor and Williams were absent.

RESOLVED That the apologies be received and approved.

161. MINUTES

It was pointed out that at Minute 147 – Essex County and Braintree District Council Update, it should have read that the County Council would not request a postponement of local elections. The Government would make a decision with regard to the Local Government Review in March. For clarity Colchester should be inserted before City Hall. Members agreed that the amendments should be made.

RESOLVED That at Minute 147 – Essex County and Braintree District Council Update, it should have read that the County Council would not request a postponement of local elections. The Government would make a decision with regard to the Local Government Review in March. Colchester should be inserted before City Hall.

RESOLVED That the amended Minutes of the Meeting of Town Council held 12th January 2026 be confirmed as a true record and signed by the Town Mayor.

Councillor Martin arrived at the Meeting.

Councillor Robertson left the Council Chamber.

162. INTERESTS

No interests were declared.

163. QUESTIONS AND STATEMENTS FROM THE PUBLIC

There was no member of the press or public present.

164. ESSEX COUNTY AND BRAINTREE DISTRICT COUNCIL UPDATE

It was noted that Essex County Council elections would go ahead in May 2026. The Local Plan consultation would soon commence and the importance of advertising this was stressed. Copies of the Local Plan would be available at the Town Hall.

RESOLVED That the information be received and noted.

Councillor Robertson returned to the Council Chamber.

165. TACKLING SPEEDING/20s PLENTY

The Chairman of the Planning and Transport Committee explained that data had been extrapolated from the Speed Indicator Device. He gave details of the number of vehicles using Hatfield Road and that 99% of vehicles were travelling at less than 40 mph. The data would be reviewed by the Planning and Transport Committee each month.

RESOLVED That the information be received and noted.

166. TOWN MAYOR'S ENGAGEMENTS

Details of the Town Mayor's engagements attended for period 1st January to 2nd February 2026 were received.

The Town Mayor said that Thursday's Chatty Café was proving popular with help and advice given including arranging a digital course at the Learning Centre for those needing advice on using mobile phones.

RESOLVED That the details be received and noted.

167. TOWN CLERK'S REPORT

The Town Clerk's report on matters arising was received. She added that a date was still to be arranged for the Open Gardens and Members were urged to complete the Fire Service consultation.

RESOLVED That the report be received and noted.

168. LEGIONELLA RESPONSIBILITIES

Members were asked to formally appoint a Duty Holder, Responsible Person, Deputy Duty Holder and Deputy Responsible Person as part of the Town Council's Legionella responsibilities.

RESOLVED That, as part of the Town Council's Legionella responsibilities, the Town Clerk be formally appointed as the Duty Holder, the Facilities and Community Support Officer as the Responsible Person, the Deputy Town Clerk as the Deputy Duty Holder and the Open Spaces Supervisor as the Deputy Responsible Person.

169. DRAFT MEETING SCHEDULE 2026/2027

The draft Meeting Schedule for 2026/2027 Civic Year was received.

RESOLVED That the Meeting Schedule for the Civic Year 2026/2027 be received and approved.

170. BUS GRANT

A report on a bus grant to provide a direct bus service from Witham to Broomfield Hospital was received.

Members recognised the vast amount that had been undertaken by the Town Clerk to be able to apply for a grant. She explained that the decision of the Grant Panel was expected in March. If successful Braintree District Council would provide £35,000 Section 106 money to lease a 16 seater minibus. The £50,000 grant would cover drivers' hours, fuel, etc. There would be nine pick up points in the town but these would only be covered if a trip had been booked. 75% occupancy target needed to be achieved by the end of the first year to break even and for the service to continue. There would be four services each week day.

Members thanked the Town Clerk for her hard work in achieving the grant submission within the short time frame.

RESOLVED That the report be received and the result of the Love Your Bus Grant be awaited.

171. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED That under the Public Bodies (Admissions to Meetings) Act 1960 S.1(2) and in accordance with Standing Order 3(d), the press and public should be excluded from the remainder of the meeting due to the confidential nature of the business to be transacted.

172. LAND TRANSFER

A report was received.

RESOLVED That the report be received and noted.

173. MALTINGS LANE COMMUNITY CENTRE

A report was received.

RESOLVED That the report be received and noted.

174. UK TOWN OF CULTURE

A report was received.

RESOLVED That the report be received and noted.

There being no further business the Town Mayor closed the Meeting at 7.58 p.m.

Councillor P. Heath
Town Mayor
NS/GK/11.2.2026

DRAFT