



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

Meeting of: **Community Committee**

Date: **Monday, 10<sup>th</sup> June 2019**

Present: Councillors

R.P.	Ramage	(Chairman)
J.C.	Bayford	(Vice Chairman)
K.L.	Atwill	
P.R.	Barlow	
Miss C.	Jay	
C.S.	Livermore	
T.A.	Pleasance	
Miss M.L.	Weeks	
R.	Williams	

Also in attendance:

J.C.	Goodman	
S.E.	Hicks	
J.	Sheehy	(Town Clerk)
Mrs G.	Kennedy	(Committee Clerk)
Miss N.	Smith	(Assistant Responsible Finance Officer)

### 1. APOLOGIES

Apologies for absence were received from Councillors M.C.M. Lager, Mrs S.C. Lager and P.M. Ryland who had previous engagements.

### 2. MINUTES

**RESOLVED** That the Minutes of the Meeting of the Community Committee held 1<sup>st</sup> April 2019 be confirmed as a true record and signed by the Chairman.

### 3. INTERESTS

There were no declarations of interest but later in the Meeting at Minute 12 – Silver Cinema, Councillor R.P. Ramage declared a non-pecuniary interest because of his involvement with the scheme from its inception in Braintree.

4. **QUESTIONS AND STATEMENTS FROM THE PUBLIC**

There was no member of the press or public present.

5. **TOWN CLERK'S REPORT**

The Town Clerk's report on matters arising was received.

The Town Clerk explained that there could be merit in considering a prestigious Community Awards evening which was due to be considered by the newly created Town Council Events Review group.

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

6. **POLICING MATTERS**

No representative was available to provide an update.

7. **GRANT AID REQUESTS**

Grant aid requests were received.

(a) **Witham Wombles**

Members agreed that the Witham Wombles, who do such good work in the town, should be awarded £550.

**RESOLVED** That a grant aid award of £550 be made to the Witham Wombles towards litter picking equipment.

(b) **Tabor Centre**

Members considered that an award of £1,000 would be appropriate.

**RESOLVED** That a grant aid award of £1,000 be made to the Tabor Centre towards the wheelchair accessible vehicle.

(c) **Revitalise**

Members considered that an award of £1,000 would be appropriate.

**RESOLVED** That a grant aid award of £1,000 be made to Revitalise towards the cost of providing three respite breaks for disabled Witham residents and their carers.

(d) **295 Squadron Association – Royal Air Force Air Cadets**

Members considered that an award of £2,000 would be appropriate.

**RESOLVED** That a grant aid award of £2,000 be made to the 295 Squadron Association – Royal Air Force Air Cadets toward their new mini bus.

(e) **Citizens Advice**

An information sheet from the Citizens Advice was tabled.

Members considered that this grant was good value. They recognised that a grant of £8,400 had been made last year but considered that the full amount of £10,000 should be given this year.

**RESOLVED** That a grant aid award of £10,000 be made to the Citizens Advice towards running the centre.<sup>1</sup>

**8. COMMUNITY MANAGER'S REPORT**

A report from the Community Manager was received.

The Town Clerk reported that the Community Day had gone as well as possible given the weather and the Town Council stall had made a loss although expenditure next year will be reduced as stock can be carried forward.

Members thanked the staff for giving up their Saturday and working so hard. The Chairman asked that thanks to Mrs Lumb, the previous Community Manager, be noted for her work in arranging the event in conjunction with the Community Officer.

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

**9. INFORMATION CENTRE**

Details of Information Centre statistics March and April 2019 were received.

The Town Clerk proposed to spend time in the Centre to work on margins and footfall and to consider improvements as there were a number of redundant systems as part of the wider ongoing refurbishment project report.

**RESOLVED** That the details be received and noted.

**10. COMMUNITY BUDGET**

The Community Committee Budget up to 30<sup>th</sup> April 2019 was received.

Members were informed that the Town Clock would be repaired before the end of the month but it had been necessary to apply for a licence to carry out the work.

**RESOLVED** That the Budget be received and noted.

**11. BUSINESS PLAN**

A business plan for 2019/2020 was considered.

The Town Clerk said that the Business Plan would tie up with the budget in due course.

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<sup>1</sup> As there is only £9,000 in the budget for Citizens Advice, the matter will be referred to the next Policy and Resources Committee to consider a virement for an additional £1,000.

Members were informed that the Improving Healthcare Facilities Working Group would meet on 24<sup>th</sup> July 2019 at 2.30 p.m. Working with the Corporate Director of Braintree District Council for health matters meant there was a closer working relationship with the Clinical Commissioning Group.

The suggestion was made that a survey of where new CCTV cameras could be placed should be quickly undertaken. The Town Clerk said that the Community Safety Task and Finish Group would be looking at this issue and would report back to the next Community Committee Meeting.

**RESOLVED** That the business plan be received and noted.

**12. SILVER CINEMA**

Councillor R.P. Ramage declared a non-pecuniary interest as he has been involved in the project since it began in Braintree.

A report was received and Members asked to consider the continuing support of the Silver Cinema. A note of thanks was also tabled.

Members were informed that 51 people had attended the last film show. It costs £245 per month for the cost of renting the library and showing the film. The 50p entrance fee covers refreshments. It was suggested that funds of £1,500 be agreed to keep the Silver Cinema running until December.

**RESOLVED** That the report be received and the Silver Cinema receive funding up to £1,500 to keep it running until December 2019.

**13. VE DAY 75**

A letter was received from the SSAFA, the Armed Forces Charity, and Members asked to consider supporting the VE Day 75 celebrations.

Members considered that it would be good to support these celebrations and made a number of suggestions such as bringing forward the Community Day and inviting visitors from Waldbröl. It was agreed that a small Advisory Group should be set up specifically for VE Day 75.

**RESOLVED** That the letter be received and a VE Day 75 Advisory Group be set up comprising of Councillors J.C. Bayford, J.C. Goodman and Miss C. Jay.

**14. COMMUNITY REPORTS**

Members were reminded that reports will be requested from Members who have been nominated as representatives on outside bodies.

A report of the Passenger Transport Panel which met on 5<sup>th</sup> June 2019 was tabled.

**RESOLVED** That the report from the Passenger Transport Panel be received and noted.

**15. CONCESSIONARY BUS PASS – PARK AND RIDE CONSULTATION**

Details of the above consultation were received.

Members noted that there would be an impact on the Community Link bus to Broomfield Hospital if the Chelmer Valley Park and Ride closed on a Saturday.

**RESOLVED** That the details be received and noted.

**16. YOUTH TASK AND FINISH GROUP**

A report was received and Members asked to increase the membership of the Youth Task and Finish Group.

Members considered that it would be a sensible option to co-opt Mrs J. Kempf and Mrs J. Williams onto the Group as they had been previous Members.

**RESOLVED** That the report be received and that Mrs J. Kempf and Mrs J. Williams be asked to join the Youth Task and Finish Group.

**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.

**17. FREEDOM OF THE TOWN**

A report was received.

**RESOLVED** That the report be received and a recommendation made to Town Council.

**18. PUBLIC DOMAIN**

Members agreed that the item discussed in Private Session should not be moved into the Public Domain.

**RESOLVED** That the item discussed in Private Session should not be moved into the Public Domain.

There being no further business the Chairman closed the Meeting at 8.53 p.m.

Councillor \_\_\_\_\_

Chairman

JS/GK/13.6.2019