



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

MINUTES

WITHAM TOWN COUNCIL

Date: **Monday, 2nd October 2023**

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

Present: Councillors:

S.	Ager	(Town Mayor)
E.	Adelaja	
P.	Barlow	
J.M.	Coleman	
B.	Fleet	
L.	Headley	
P.	Heath	
T.	Hewitt	
J.	Martin	
R.	Playle	
R.	Ramage	
A.	Sloma	
B.	Taylor	
N.	Smith	(Town Clerk)
S.	Smith	(PA to the Council)

And seven members of the public.

101. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors J.C. Coleman and L. Barlow. Cllr E. Williams was absent.

RESOLVED That the apologies be received and approved.

102. MINUTES

RESOLVED That the Minutes of the Meeting of Town Council held 5th September 2023 and of the Extraordinary Meeting held 11th September 2023 be confirmed as a true record and signed by the Town Mayor.

103. INTERESTS

None were declared.

104. QUESTIONS AND STATEMENTS FROM THE PUBLIC

No members present wished to speak.

105. FREEDOM OF THE TOWN PRESENTATION

The Town Mayor presented all three existing Freeman of Witham with a commemorative badge. The Leader of the Council provided members with a summary of why each Freeman was awarded the title and thanked them for their contributions and hard work.

106. ESSEX COUNTY AND BRAINTREE DISTRICT COUNCIL UPDATE

The Essex County Councillor explained that the second phase of the member-led pothole scheme was in progress, as well as existing Local Highways Panel projects. They informed members that the Essex County Council bus consultation would be ending on Thursday and that they should be encouraging residents to have their say.

In addition to this, the waste management consultation was also in progress, which was looking to set out Essex County Council's plans to reduce landfill and establish what residents wanted. This consultation would be finishing on November 22nd 2023.

The County Councillor had spoken to Braintree District Council regarding the consideration of a taxi rank in the town centre. The District Council were happy to explore this but needed evidence of the demand from residents.

The Braintree District Councillor informed members that subject to planning consent, the installation of two 3G all-weather sports pitches in Witham had been approved.

District Councillors present emphasised their wish that their councillor grants were fully spent by the deadline and that any suggestions for worthy, local causes were welcome.

107. TOWN MAYOR'S ENGAGEMENTS

Details of the Town Mayor's engagements were received.

RESOLVED That the information be received and noted.

108. TOWN CLERK'S REPORT

The Town Clerk informed members that First Aid training had been taking place at the Town Hall, and there would be an opportunity for members to receive defibrillator and CPR training on Wednesday afternoon if they wished.

RESOLVED That the information be received and noted.

109. COUNCILLOR SURGERIES

A motion was received regarding holding regular Councillor Surgeries at the Town Hall.

Members agreed that the Town Hall would be a neutral and accessible location for interactions with residents.

RESOLVED That the Town Clerk liaise with members for some suitable dates, then the project be trialled.

110. CONCLUSION OF AUDIT

A letter was received from PKF Littlejohn and Section 3 of the External Auditor Report and Certificate.

RESOLVED That the information be received and noted. That the letter and Section 3 of the External Auditor Report and Certificate be received and noted.

111. WITHAM TOWN COUNCIL STRATEGIC PLAN

The Witham Town Council Strategic Plan was received.

Members suggested several amendments to the Plan.

RESOLVED That the information be received and noted.

RESOLVED That the amendments be made and the plan be included on the next agenda of each standing committee to be reviewed.

112. IMPROVING HEALTHCARE FACILITIES

Members were asked to consider the membership of the Improving Healthcare Facilities Working Group.

RESOLVED That Councillor T. Hewitt be added to the Improving Healthcare Facilities Working Group's membership.

113. COMMITTEE REPORTS

- (a) **Planning and Transport Committee held 5th and 18th September 2023**
Minutes 88 to 108 (inclusive)

Councillor P. Barlow, Chairman of the Planning and Transport Committee, gave a report of the Meetings.

RESOLVED That the report of the Planning and Transport Committee be received.

- (b) **Policy and Resources Committee held 18th September 2023**
Minutes 12 to 24 (inclusive)

Councillor P. Barlow, Chairman of the Policy and Resources Committee, gave a report of the Meeting.

RESOLVED That the report be received.

114. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED 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) of the Local Government Act 1972.

115. COMMITTEE REPORT – CONTINUED

Policy and Resources Committee held 18th September 2023

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Councillor P. Barlow continued his report.

RESOLVED That the report of the Policy and Resources Committee be received.

116. LAND TRANSFER

A report was received.

RESOLVED That the report be received and noted.

117. FUNDING

A report was received.

RESOLVED That the report be received and noted.

There being no further business the Town Mayor closed the Meeting at 8:35p.m.

Councillor S. Ager
Town Mayor

NS/SS/4.10.2023