



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

AGENDA

Meeting of: **Environment Committee**

Date: **Tuesday, 23rd July 2019** Time: **7.30 p.m.**

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

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:	Councillors	T.A.	Pleasance	(Chairman)
		J.C.	Goodman	(Vice Chairman)
	Mrs	S.	Ager	
		J.C.	Bayford	
		S.E.	Hicks	
	Miss	C.	Jay	
	Mrs	A.	Kilmartin	
		M.C.M.	Lager	
	Mrs	S.C.	Lager	
		C.S.	Livermore	
		R.P.	Ramage	
	Miss	M.L.	Weeks	

1. APOLOGIES

To receive apologies for absence.

2. MINUTES

To receive the Minutes of the Meeting of the Environment Committee held 28th May 2019 (previously circulated).

3. INTERESTS

To receive any declarations of interests 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 upon any item on the Agenda.

5. REPORT(S) FROM COUNTY COUNCILLORS

To receive reports from Witham's County Councillors.

6. TOWN CLERK'S REPORT

To receive the Town Clerk's Report on matters arising ([attached](#) at page 4).

7. ENVIRONMENT COMMITTEE BUDGET

To receive the Environment Committee Budget ([attached](#) at page 5).

8. HIGHWAYS REPORT

(a) To receive the updated Highways Report ([attached](#) at page 6).

(b) To receive the results of The Paddocks parking survey ([attached](#) at page 7).

9. CONRAD ROAD – SPEED LIMIT

The Town Council has been approached by Michael Woods, the Head Teacher of Elm Hall School, regarding the introduction of a 20 mph speed limit in Conrad Road.

10. PLANNING APPLICATIONS AND TRANSPORT SUB-COMMITTEE

To receive the Minutes of the Meeting of the Planning Applications and Transport Sub-Committee held 28th May, 10th and 24th June, and 8th July 2019 (previously circulated).

11. OPEN SPACES MANAGEMENT SUB-COMMITTEE

To receive the Minutes from the Open Spaces Management Sub-Committee held 19th June 2019 ([attached](#) at page 9) and to receive the recommendation at Minute 8 to review the cycleway signage and for a new tree survey be commissioned from ECOS.

12. DOG/LITTER BIN REQUESTS

To receive a request from Councillor J.C. Bayford for an additional dog bin in James Cooke Wood and an additional dog bin and litter bin on Whetmead Nature Reserve.

13. TOWN CENTRE REGENERATION STEERING GROUP

To receive the Notes of the Town Centre Regeneration Steering Group Meeting held 3rd June 2019 ([attached](#) on page 13).

14. HIGHWAYS DEVOLUTION

To note that the grant for Highways Devolution has now been received and to receive a list from Members of items which need attention.

15. 1,000 TREES PROPOSAL

To receive a report regarding the proposal to plant a 1,000 trees in Witham ([attached](#) at 14).

16. NATIONAL TREE PLANTING WEEK

To receive information from Councillor Mrs S. Ager regarding National Tree Planting Week ([attached](#) at page 16).

17. TREE GROUP

To receive the Notes from the Tree Group Meetings held 7th May and 11th June 2019 ([attached](#) at page 17).

EXCLUSION OF THE PRESS AND PUBLIC

TO RESOLVE 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.

18. TENDERS

To receive a report (attached at page 21).

19. PUBLIC DOMAIN

To consider whether the item discussed in Private Session could be moved into the Public Domain.



James Sheehy
Town Clerk

JS/GK/16.7.2019

Officer Report: Town Clerk's Report on Matters Arising & Outstanding

The following items are for Members to note:

Minute 113/18.03.2019 - Blackwater Rail Trail

Preliminary discussions are ongoing concerning the potential scope for acquisition or management agreement for the Blackwater Rail Trail. A further meeting is scheduled with ECC asset managers for Thursday 25th July 2019 for reporting back to the committee.

Footpaths on the River Walk

Joint discussions with Braintree District Council are being undertaken by officers to agree potential funding and specifications for the repair and resurfacing of all footpaths on the entirety of the River Walk. The outcomes of these negotiations will be reported back to the committee once available funding levels have been agreed between parties.

Potential Recycling Schemes

As part of the Information Centre Refurbishment project being overseen by Community Committee, consideration is being given to new recycling points for the public and franchise based deposit schemes.

Advice: To receive and note the report.

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Agenda Item 7

Environment Committee Income & Expenditure Budget					
Environment	2018/2019		2019/2020		
	Budget	Actual	Budget	Actual YTD	Pro-jected
Commemorative Trees	800	190	800	0	0
Total Income	800	190	800	0	0
				0	
Operations PAYE/LGPS	93525	90259	96820	24376	75961
Equipment Supplies & Maintenance	9425	14933	8500	2005	8018
Lighting Maintenance & Utility	6500	6303	1800	1331	3500
Tree Planting	0	0	1000	0	0
Tree Maintenance	1000	18745	15000	0	16500
Toilet Block - Town Park	9000	7645	9000	440	1759
Commemorative Trees	800	864	800	0	0
Dog Bin Maintenance	600	167	2500	0	0
Devolved Services	2000	0	2000	0	0
Open Spaces General	12415	5719	1000	1000	1500
River Walk Extension	0	0	1000	0	0
River Walk Improvements	0	0	3000	0	0
James Cooke Wood	0	63	200	1000	1000
River Walk	0	4181	3000	0	0
Whetmead LNR	0	63	600	113	280
Closed Churchyard	0	36	200	0	0
Witham in Bloom	11500	11401	11845	4574	11845
Overhead Expenditure	146765	160379	158265	34839	120363

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Witham Town Council Environment Committee: Parking & Highways Report.

HIGHWAY / PARKING ISSUE	RAISED	FIRST RAISED	CURRENT STAGE	MIN. REF
Avenue Road Parking Restriction Timings	ENV	25.07.2017	Changes in progress	22.25/07/2017
Janmead Parking Restriction Timings	ENV	25.07.2017	Changes in progress	22.25/07/2017
Lawn Chase White Access Lining & Yellow Lines TRO	PA&T	21.08.2017	Submitted 01.07.2019	61.21/08/2017
Chipping Dell Parking Restrictions	ENV	19.03.2018	TRO submitted 27 June 2019	89.19/03/2018
Maldon Road Bus Stop Shelter & Seating	PA&T	29.10.2018	LHP Bid submitted 21.05.19. Resubmitted 04.06.19	128.29/10/2018
Newland Street Bus Stop Seat (Former Police Station)	PA&T	29.10.2018	LHP Bid submitted 21.05.19	128.29/10/2018
Paddocks parking survey	ENV	28.05.2019	<i>Results to be considered at this Meeting</i>	9(b)28/5/2019

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Officer Report: The Paddocks parking consultation results
Issue:

Parking issues were originally reported as residents had raised concerns with parking in their road. An initial resident's survey was carried out during March 2019 giving 4 different options (i) implementation of double yellow lines on both sides of the street, (ii) residents only permit parking, (iii) increase in parking restrictions, (iv) no change. This resulted in a majority preferring an increase in parking restrictions but a further survey was required to narrow the options as at least a 75% majority is needed for a Traffic Regulation Order to be considered.

Parking consultation carried out from 17.06.2019 – 05.07.2019 regarding the parking restrictions giving residents 2 options. 39 consultation surveys were issued. 23 were returned so a 59% turnout.

The result of the survey was as follows –

- (Option 1) A continuous 2 hour period of no parking – **2 for**
- (Option 2) 2 separate 1 hour periods of no parking – one morning, one afternoon – **20 for**
- 1** returned did not choose either option

This means that 87% of those surveys returned were in favour of option 2.

Comments made on the survey forms were as follows –

- I have ticked the 2 separate 1 hour periods but ideally would have preferred permit parking as originally offered in the previous options. I live in the first house on the right as you enter The Paddocks and have a small driveway for one car only. People using the road to park are parking from the entrance of The Paddocks straight along this main part making it difficult for getting back into my drive as they often park as close to the lines as is legally possible to get more cars in. It is also very frustrating if I have visitors as they cannot park near to my house and their time is restricted due to the current and future time restrictions. If they can't fit their cars along one side of the road they then come over to the other side and will often park up on the pavement. If emergency vehicles were needed in the area, it would make it difficult to get through. If the 2 separate hours are put in place can it please be noted that the people who are regularly using the road to park often park to work just the afternoon or just the morning (majority park all day) so I am not sure how you would decide on specific hours? Also is there some way that residents can allow visitors to park during these restrictions without getting parking fines i.e. putting a notice in visitor's car to say which house they are visiting. Hillcroft. The Paddocks
- Potential for a 'residents' permit, exempting them?
- But! I don't think residents should be penalised for parking outside their homes.
- Thoughtless car parking frequently causes obstacles that prevent emergency vehicles from entering The Paddocks when required.
- Hopefully changes to restrictions can be implemented soon. Parking problem is worsening and I am concerned that it will get even worse once more restrictions introduced on Avenue Road.
- The people parking are not London commuters. They are the staff from nearby offices who choose to park in the local streets, shuffling their cars around those local streets to avoid parking restrictions, rather than

use their employer provided parking facilities. They generate unnecessary traffic in The Paddocks causing obstruction. Restrictions in the parking permitted both morning and afternoon will be a deterrent no doubt.

- This will only work if it is enforced! At the moment parkers remove their cars for the 1 hour and then bring them back.
- Keep 11.30 - 12.30 but add 2.30 - 3.30.
- We do not feel that either of the above options will help with the parking problems as people bring their cars back. Is there any possibility that residents can be exempt from these restrictions as they negatively impact us if we wish to have visitors during the day?
- Restrictions on alternate sides of the road would enable residents and visiting trades to move their vehicles accordingly. Many other roads in Witham have these alternate restrictions - a double yellow line at the far end of the cul-de-sac would distinguish the limit for each side.
- As a retired couple, most of our friends and family come to visit during the day. A one hour slot was manageable but neither of the above options are very appealing! We have chosen the first option as we only have to think of alternatives once a day.
- 10.30 - 11.30 and 14.30 - 15.30 or thereabouts.
- And enforce it please.

Advice: In view of the results of the survey, the preferred option is to increase parking restrictions to have 1 hour in the morning and 1 hour in the afternoon of no parking. The current parking restriction is no parking from 11.30-12.30.

It is recommended to apply for a Traffic Regulation Order to have a further no parking restriction from 2.30pm-3.30pm. An application will need to be made by 31/07/2019 to be considered this year.

HA/09.07.2019

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MINUTES

Meeting of: **Open Spaces Management Sub-Committee**

Date: **19th June 2019**

Present:	Councillors	J.C.	Goodman	(Chairman)
	Miss	C.	Jay	
		S.E.	Hicks	
		T.A.	Pleasance	
	Mrs	S.C.	Lager	
		R.P.	Ramage	
		S	Brailey	(Witham Tree Group)
		A	Chick	(Witham Rotary Club)
		B	Fleet	(Tree Warden)
		J	Palombi	(CPRE)
		P	Shuttleworth	(Local Wildlife interests)
		D	Smith	(Local Wildlife interests)
		A	Watts	(Wild About Witham)
	Mrs	H	Andrews	(Assistant Proper Officer)
		S	Dyer	(Operations Manager)
Member of the public:		D	Chignall	

The Chairman opened the meeting and proposed that Councillor Miss C Jay be co-opted onto this group.

It was **AGREED** that Miss C Jay be co-opted onto the Open Spaces Management Sub-Committee.

The Chairman also proposed that Mr B Fleet be nominated as Vice-Chairman of the group.

It was **AGREED** that Mr B Fleet be elected to serve as Vice Chairman of the Open Spaces Management Sub-Committee.

1. APOLOGIES

Apologies were received from J Casement. Late apologies were received after the meeting from B Wilmer.

2. DECLARATIONS OF INTEREST

No declarations received.

3. MINUTES OF THE PREVIOUS MEETING HELD 16TH JANUARY 2019

Minutes from the previous meeting were taken as received and agreed.

4. QUESTIONS & STATEMENTS FROM THE PUBLIC

No questions or statements were received from the member of the public present.

5. CONSIDERATIONS OF WRITTEN REPRESENTATIONS

No written representations had been received.

6. OPERATIONS MANAGER'S REPORT

A verbal report was given by the Operations Manager. He advised that this was a new post for him and changes were being made to the way work was carried out. There had been a slight drop in performance due to the recent rain and breakdowns of machinery, but the Operations Team were on track to be on target for the busy cutting season. He confirmed that since the last meeting they had a new member of staff who was proving to be an excellent asset to the team. He confirmed that both his staff members were trainees who would soon complete their qualifications.

Praise was received from several members regarding what an excellent job the Operations Team do and how well kept the River Walk is.

A concern was raised by a member regarding the low-level fencing that has been installed on the River Walk earlier in the year by Braintree District Council to secure it from unauthorised encampments. Attention was drawn to an area by Mill Lane Meadow where there were still gaps. Members were notified that because there is a wall along this stretch of the meadow, if unauthorised access was made, it would be regarded as criminal damage and they would be immediately evicted. It was also noted that there was a similar area at Saxon Drive but it was confirmed that this was currently owned by Essex County Council so we do not have permission on this land.¹

There was discussion regarding the breakdown of equipment and the question of whether it was better to acquire new equipment or repair. The Operations Manager advised that this was currently being looked into.

7. CLERK'S REPORT

A report was received. Members were advised that the acquisition of the Blackwater Rail Trail was still ongoing. Officers had met with Councillor James Abbott earlier that week but the representative from Essex County Council had not attended so no further progress as yet.

It was noted that the QR codes should be checked, as some had changed, before incorporating them on the new entrance signs for the River Walk which are due to be produced soon.

Members were advised that Officers had met with contractors this week and were currently waiting for a quote for gates at Whetmead and also to secure some of the fencing there. They were advised that a 'V' shaped pedestrian gate was due to be made for the entrance by the A12 underpass. Concern was raised for wheelchair users and whether motorbikes could still access the area. It was noted that Whetmead does not have suitable access for wheelchair users as it is a nature reserve

with natural paths. Members were also advised that the narrow gap on the suggested gate would make access for motorbikes extremely difficult.

8. CLARIFICATION OF RECOMMENDATIONS

The Environment Committee (11/28.05.2019) had sought clarification for a suggested tree survey and a review of cycle signage. It was agreed that the cycle signage relates to signposts along the River Walk.

Members discussed the reason for the tree survey. It was agreed that the last survey was to identify the condition of the trees on the River Walk and those that were in need of maintenance. The new survey would be to identify any unusual trees or rare species that would be in need of protection. Members were advised that this would need to be referred back to the Environment Committee but that there were unlikely to be funds available for the survey. It was suggested that Writtle College could be contacted and their students carry out a survey instead which would be more cost-effective but this would have health and safety issues.

It was **RECOMMENDED** to review the cycleway signage and that a new tree survey be commissioned from ECOS.

9. GREEN FLAG DESIGNATION FOR OPEN SPACES

A report was received showing items that would need to be included in the revised River Walk Management Plan with a view to making an application to obtain Green Flag status. Members considered that there was a lot to discuss with regards to making a Green Flag application and it was suggested that a separate sub-group should be made.

It was **AGREED** to accept this report and arrange a separate meeting with members J Palombi, B Fleet, J Goodman, the Town Clerk, and Assistant Proper Officer to proceed with Green Flag.

10. CURRENT RIVER WALK MANAGEMENT PLAN REVIEW

Members discussed the revised River Walk Management Plan which needs to be in place from 2020 for the next decade. Members noted that the current plan includes Shelley's Meadow (Area F) which is not included on the Town Trail and shouldn't be included as we don't currently own it.

It was noted that is important to do mowing at the correct time to protect particular wildlife species.

Members discussed whether it was practical for this Sub-Committee to discuss this item due to the amount of work involved. As the Management Plan is to be worked in conjunction with the Green Flag application it was agreed that it should be discussed in the separate sub-group as per item 9.

It was **AGREED** to arrange a separate meeting with members J Palombi, B Fleet, J Goodman, the Town Clerk and Assistant Proper Officer to proceed with the review

11. ANY OTHER BUSINESS

A query was made regarding our responsibility for the river and clearing various obstructions from the water. The Operations Manager advised that the team are able to clear certain rubbish such as shopping trolleys if they are able to reach them but they are not qualified and do not have the correct equipment to safely enter the water to remove obstructions. Members were advised that the Environment Agency will get involved if it impedes the flow of the river. It was noted that a delegate from the Environment Agency is always invited to attend these meetings.

Members were advised that once the trainees on the Operations Team are fully qualified and up-to-date with their work, then the river problems could be assessed.

It was **AGREED** that once the Operations Team are fully trained, to bring this back as an agenda item with a view to looking at future maintenance of the river.

A query was raised regarding the current position with the period garden at the back of the Town Hall. Members were advised that this was currently being reviewed.

12. DATE AND TIME OF NEXT MEETING

The time and date of the next meeting was confirmed as **Wednesday 14 August 2019 at 3.00pm.**

There being no further business, the Chairman closed the meeting at 4.00pm

.....
Councillor J Goodman
Chairman

HA/JS/20.06.2019

- 1) **A licence application is due to be processed by Essex County Council for this area before installation of additional railing can commence.**

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Agenda Item 13

NOTES OF THE MEETING OF THE TOWN CENTRE REGENERATION STEERING GROUP AT WITHAM TOWN COUNCIL HELD 3 JUNE 2019 AT 12.00 NOON IN THE FUNCTION ROOM.

PRESENT:-

	N. Murphy	-	Landscape Architect	(Braintree District Council)
Councillors -	J.C Goodman			
	K.L. Atwill			
Staff:	J. Sheehy	-	Town Clerk	
	H. Andrews	-	Assistant Proper Officer	

APOLOGIES

Apologies for absence had been received from Councillor J Bayford, and J Palombi

Due to an absence of the minimum number of Committee members, the meeting was deemed inquorate and did not proceed.

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Officer Report: 1000 Trees Proposal**Report:**

It was resolved at the Environment Committee item 13/28.05.2019 to look at a proposal to plant 1000 trees in the next four years of this Administration.

The idea of planting a large number of trees is an environmentally good scheme, however there are number of issues to consider with this proposal.

Costings – Currently we give Witham Tree Group £1,000 a year for their planting programme. They currently plant about 25 trees a year and usually spend approximately £100 per tree for a substantial tree which has a greater chance of survival. On this basis, if 250 trees were to be planted each year over the next 4 years, the cost would be £25,000 per year.

The Government recently launched the Urban Tree Challenge Fund which is a £10 million plan to plant over 130,000 trees in urban areas over the next two years. This helps to meet the government's long term target to plant 1 million urban trees by 2022. The fund matches 50% of the planting costs and three years' establishment costs. In year one (2019/20) the fund is open for block bids only for multiple planting projects of at least £500,000 so this is not something that we are able to apply for. In year two (2020/2021) individual applications can be made. These need to be for a specific area as a map grid reference is required and should be in an area that has not had trees in the last three years as funding is not available for replacement of trees. Currently, where large trees are included in the project, the minimum application value is £5,000. Where only small trees are included in the application, the minimum application value is £1,150, although this may be subject to change. The application is a competitive scoring bid based on projects that will provide the greatest environmental and social benefit to the area. This is an area that we could explore if we were looking at a specific location to have a tree planting project, although funding is not guaranteed.

Witham Tree Group are planning to do a larger commemorative planting project in remembrance of the Great War at a site adjacent to the existing hedge between Bramble Road and Honeysuckle Way. So if members were looking to be involved with a specific planting location, we could consider looking at liaising further with them.

The Woodland Trust give free trees to communities so this is another area that has been explored for funding. Communities, with permission from the landowner, can apply for free tree packs made up of either 15, 30, 105 or 420 saplings. Again this would be for a specific planting site as the map grid reference and details of the location would be required. As these would be much smaller trees than those that the Tree Group plants, they would require more attention in the first few years.

Locations – Town Council owned land may not be suitable for planting further trees. The River Walk cannot take any further trees otherwise it will become a wooded area rather than an open spaced River Walk. James Cooke Wood does not need any further trees. Whetmead may not be able support tree planting due to poor quality of the land and also with the potential A12 widening which may affect the area, this does not appear to currently be a suitable location.

With other potential locations in the town, we will need to gain permission from the land owner. Utility services will need to be checked and residents may need to be consulted for locations that are close to houses.

Planting, watering and future maintenance – We do not have any capacity within our Operations Team for either planting or watering. Newly planted trees will require regular watering in the first two to three years after planting which can be highly demanding during a dry period.

Witham Tree Group are a small community group of around 8 members. They have a bowser that they use to water newly planted trees. This was used extensively during last year's hot Summer period. They also have help with their planting from Aegon as part of their community volunteering programme. However, any additional planting that goes ahead on top of what they already do will require further volunteers


Advice:

Due to the costs and logistics involved, it is the view of the reporting officer that a proposal of this size is not feasible.

HA/25/6/19

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Agenda Item 16



- About Us
- What We Do
- Take Part
- Our Members
- Grants
- Press & News
- Donate

National Tree Week

Take Part / National Tree Week

National Tree Week

23rd November - 1st December 2019

National Tree Week is the UK's largest annual tree celebration, marking the start of the winter tree planting season (November to March each year). The Tree Council, one of the UK's leading charities for trees, first established National Tree Week in March 1975 in response to the national replanting required after the outbreak of Dutch Elm disease.


National Tree Week is a great chance for communities to do something positive for their local treescape. Each year, The Tree Council's member organisations such as voluntary bodies and local authorities, up to 200 schools and community groups, their 6,000 strong network of volunteer Tree Wardens and many others, support the initiative by setting up fun, worthwhile and accessible events, inspiring upward of a quarter of a million people to get their hands dirty and together plant trees.

Do you want to be part of this great collective achievement?

All events can be found on our [Near You map](#). To find out about the kind of activities which took place in your area last year, for inspiration, you can look at [past events](#). If you're interested in organising your own event, read further to get some useful tips on how to organise successful tree planting activities and don't forget to list your event on our website, so that other people can come and join you!

From our archives:

- [For Every Child a Tree - National Tree Week 1982](#)
- [National Tree Week press release 1975](#)

- About Us
- What We Do
- Take Part
- Our Members
- Grants
- Press & News
- Donate

- ▶ Take Part
- ▶ Near You
 - List An Event
 - Event listing help
- ▶ Tree Care Campaign
- ▶ Walk in the Woods
- ▶ Seed Gathering Season
- ▶ National Tree Week
- ▶ Volunteer
 - Tree Warden login
 - First Pilot Advisory Group meeting takes place
- ▶ Become a Friend

Take Part

Stand up for trees

There are many ways you can help us to plant, protect and promote the importance of trees at a local and national level.

- Become a volunteer Tree Warden
- Donate to The Tree Council
- Join our campaigns throughout the year:
 - Tree Care Campaign
 - Walk In The Woods
 - Seed Gathering Season
 - National Tree Week
- Plant trees with your school or community group
- Become a Member organisation

Get monthly updates on our work by signing up to our mailing list.



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Agenda Item 17

Present: Stanley Brailey, Allan Waight, Richard Hawkes, Eric Teverson, Jane Noble, Barry Fleet

1 **Apologies** - Shaun Taylor, Ken Davies, Graham Wingrove

2 Minutes of 9th April 2019 accepted

3 **Matters arising** - Barry confirmed the details of his report to the Annual Town Meeting on the Group's activities over the last year; Allan will prepare a more detailed report for the Town Council Environment Committee.

4 **2019**

- remaining trees planted off Bramble Road not off Pasture Road as the latter area will need more of a major project because of suspected tree failures following last summer - this will need to be discussed with Shaun [possibly smaller trees to ensure survival ?] ;
- Whips stored at Olivers Nursery - despite the poor soil, the silver birches seem to be doing ok; we would prefer not to lift them before the autumn - Stanley will check whether this is ok with Olivers;
- New tree failures - the red oak in The Avenue never budded up ; tree off Trent Road has partially died back [Jane checking species]. We need to discuss this with the suppliers Barchams to establish whether they will replace them and what the delivery cost would be. Cannot replace before next winter now;
- We are awaiting the replacement trees for Greenfields estate [London plane] and Asda green [horse chestnut], being supplied by BDC. Stanley will check when they are likely to appear.

5 **WW1 Memorial planting** - species we would like to include are: oak, hornbeam, sweet chestnut, lime, beech, poplar, hawthorn, field maple, elm, sycamore, scots pine, spindle tree, mountain ash, crab apple, i.e. 'traditional' trees. Spacing would need to be 10-15 metres apart, with the hawthorns on the outside as they would eventually be smaller.

6 **2020**

- There appears to be significant scope for planting on the **Allectus Way estate**;
- Allan has studied the utilities in six areas but may need help from Shaun to identify the sewers;
- It was also noted that for gas & electricity where covered by Fulcrum, they would charge £10 + VAT per map. It was agreed that we need to spend the amount required to obtain the maps [Stanley proposed, Eric seconded, all in favour];
- It would probably require two seasons at least to plant on the Allectus Way estate;
- Allan will provide suggestions for planting so that we can then go back to Greenfields Housing for approval for a two year scheme and consult residents where appropriate;

- **Howbridge estate** to be surveyed to establish ash numbers to see if planning required for replacements in due course, after Allectus Way;
- **Cressing Road** appears impractical because the presence of the gas main, as you cannot plant within 7 metres according to the rules of the gas utility;
- **Rickstones Road** - utility searches look ok apart from the sewer, so possibly discuss this with Shaun.

7 **Watering** - all recent plantings watered; Bramble Road to be done next.

8 **Town centre** - according to the site maps, most of the utilities are under the road in Newland Street rather than under the pavement; it was noted that the area had been marked up for market stalls; there clearly will be scope for tree planting; next stage is probably to discuss it with the Town Clerk and Stephen Wenlock of BDC.

9 **Website** - has been updated by Jane; Allan has done an article for inclusion.

10 **Finances** - there is the possibility of the group receiving a bequest, more details to follow hopefully; Eric has claimed his expenses for posts etc; the possibility of applying to the Co-op & Tesco's discussed; Stanley has heard nothing from Morrisons.

11 **ECC** - agreed that Allan & Barry would meet with Annie Hooper of ECC, date to be arranged.

12 **Any other business**

- It was noted that the Town Council are considering partly removing the Period Garden - Allan will enquire what is proposed;
- Witham Community Day [8th June] - we would like to participate but do not have enough members available this year, so plan to do so in 2020;
- Eric & Ruth are opening their garden [Barnardiston House] to the public on 14th July, and we could have a stand there;
- It was suggested that we publicise our work with a notice on the notice board in Newland St announcing the 2019 plantings; could also be used to appeal for help with the Memorial wood planting.

13 **Next meeting** - **Tuesday, 11th June at the White Horse function room, 8.00.**
[Stanley & Allan are both away so apologies from them].

Tree Group Meeting – 10th June 2019

Present : Shaun Taylor, Eric Teverson, Allan Waight, Graham Wingrove, Richard Hawkes, Stanley Brailey, Barry Fleet

- 1 **Apologies** - Jane Noble
- 2 **Minutes** of 7th May meeting accepted subject to correction of date of June meeting.
- 3 **Matters arising** - none.
- 4 **2019**
 - Whips at Olivers - Stanley advised that the nursery owner has confirmed that we can continue to store the whips on his land;
 - Final plantings were discussed - London plane & horse chestnut. It was noted that the root formation was not as good as we see with Barchams stock;
 - Tree failures - it was agreed that we would advise Barchams when making our next orders in the autumn, to seek an adjustment to the bill;
 - Report for WTC Environment Committee – prepared by Allan; Barry will provide to Town Hall; Allan & Barry hope to attend the meeting to speak around the report;
 - Survey of Howbridge estate - agreed to defer at present;
- 5 **Spa Road shopping area** - several of the new trees had died. Shaun will advise his colleague Nicola as they must be replaced under the contract for the area; Barry had received an email from Bill Rose and will update him;
- 6 **Town Council 1000 trees plan** - it has been suggested by a town councillor that these trees be planted over the next four years. Barry will discuss this with the Assistant Clerk, the practical issues arising, i.e. the size of tree [we plant c 25 large trees per year not 250], the need to provide fencing and the vital need to water, and how these matters may be resolved;
- 7 **Volunteering** - we have had a new offer of help. Barry will liaise;
- 8 **WW1 Memorial** - discussed in detail –
 - Our suggested species list approved;
 - Could be discussed in conjunction with 1000 trees plan ? ;
 - Royal British Legion need to be advised;
 - Ideally, the trees need to be 4' – 5' high; containerised stock could probably be obtained at £10/£12 each; Shaun could help source & fund;
 - Aim to plant at least 87 [or number of names on memorial], preferably 100 as all who fought are no longer alive.

9 2020

- Hornbeam at Bramble Road has died so will need to be replaced; also possibly an oak;
- At Pasture Road a number of silver birch and ‘liquidamber’, all part of the BDC ‘£45k’ scheme, have died and will need replacing. We need to check the number of losses and Shaun will provide replacements for us to plant, probably field maples as they will be more resilient. It was suggested that bigger pits be dug to allow for the poor soil conditions;
- Allectus Way - six potential planting areas identified following the survey work. Allan will provide details to Shaun so that sewer locations can be checked [Allan checking other utilities];
- Rickstones Road - Allan has asked Greenfields Housing for agreement in principle; Allan will provide site details to Shaun for a sewer check;
- Look at removal of cages where no longer needed? e.g. Bramble Rd.

10 **Town centre** - needs to be discussed with the Town Clerk and Stephen Wenlock.

11 **Website** - is being looked at as we are being contacted. People in Wickford have been seeking advice about establishing a tree group there.

12 **Finances** - a replacement cheque is awaited for the donation, Allan dealing with this; agreed that we would not apply to Co-op or Tesco at present; as the Conservation Volunteers are celebrating their 60th anniversary, we will have free membership at the next renewal.

13 **ECC** - Barry will contact Annie Hooper of ECC to arrange a meeting to discuss street planting generally.

14 **Period garden at Town Hall** - the possibility of changes, perhaps reducing its size to accommodate a larger car park were noted.

15 **Publicity** - Eric & Ruth are opening their garden on Sunday, 14th July and offered for us to have a stand there, perhaps with leaflets promoting our website, and Woodland Trust information. Allan will organise; we would aim to have a stand at the 2020 Community Day in the Park; we would like to have a poster on the town notice board.

16 Any other business

- It was suggested that a tree trail for the Town Park would be a good idea;
- The planting along Collingwood Road has been extremely successful - could be repeated on the opposite of the road.

17 **Next meeting: Tuesday, 16th July, 8.00 pm, White Horse function room.**

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