



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

## AGENDA

Meeting of: **Town Council**

Date: **Monday, 28<sup>th</sup> October 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	Mrs	S.C.	Lager	(Town Mayor)	
			R.P.	Ramage	(Deputy Town Mayor)	
	Mrs		S.	Ager		
			K.L.	Atwill		
			P.R.	Barlow		
			J.C.	Bayford		
			J.C.	Goodman		
			S.E.	Hicks		
		Miss	C.	Jay		
		Mrs		A.	Kilmartin	
				M.C.M.	Lager	
				C.S.	Livermore	
			T.A.	Pleasance		
	Miss		P.M.	Ryland		
			M.L.	Weeks		
			R.	Williams		

### 1. APOLOGIES

To receive apologies for absence.

### 2. MINUTES

To receive the Minutes of the Meeting of the Town Council held 2<sup>nd</sup> September 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. ESSEX COUNTY AND BRAINTREE DISTRICT COUNCIL UPDATE**

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

**6. TOWN CLERK'S REPORT**

To receive a verbal report from the Town Clerk on matters arising.

**7. RESOLUTION MOVED ON NOTICE**

To receive a Resolution moved on Notice in relation to Membership of the Community Committee and the Policy and Resources Committee ([attached](#) at page 4).

**8. MEMBERS' SURGERIES – POP-UP EVENTS**

To receive a verbal report from Members regarding the Pop-Up Event recently held at ASDA.

**9. MAYOR'S CORRESPONDENCE**

Armed Forces Day

To receive a reply from Braintree District Council regarding the playing of the Nation Anthem at the Armed Forces Day ([attached](#) at page 5) (Minute 37 of Town Council Meeting held 8<sup>th</sup> July 2019 refers).

**10. TOWN MAYOR'S ENGAGEMENTS**

To receive details of the Town Mayor's Engagements ([attached](#) at page 6).

**11. COMMITTEE REPORTS**

(a) **Community Committee Meetings held 30<sup>th</sup> September and 22<sup>nd</sup> September 2019**

Minutes 36 – 59 (inclusive)

Minute 45 – Bus Shelters

To receive the Recommendation - That £4,500 be vired from the Community Team budget to the Bus Shelter budget.

Minute 59 – Information Centre Refurbishment

To receive a Recommendation from the Community Committee.

(b) **Environment Committee Meeting held 16<sup>th</sup> September 2019**

Minutes 34 – 51 (inclusive)

**Minute 40 – Environment Budget**

To receive the Recommendation – That £2,000 be vired from the devolved services budget to the tree budget.

(c) **Policy and Resources Committee Meeting held 14<sup>th</sup> October 2019**

Minutes 39 – 56 (inclusive)

**Minute 44 – Committees**

To receive a Recommendation – That the report and recommendation be accepted, namely that Membership of the Policy and Resources Committee be reduced to ten, Staffing and Accommodation Sub-Committee be reduced to six and that the Planning Applications and Transport be reduced to ten Members and ex-officio Members be removed from all Committees and Sub-Committees; and that the Planning Applications and Transport Sub-Committee becomes a full Committee.

**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.

**12. COMMITTEE REPORTS (Continued)**

**Policy and Resources Committee Meeting held 14<sup>th</sup> October 2019**

Minutes 57 – 60 (inclusive)

**13. TOWN CLERK'S REPORT**

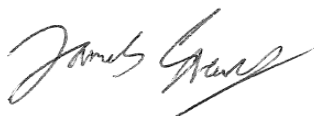
To receive a verbal report from the Town Clerk.

**14. RIVER WALK**

To receive a verbal report from the Town Clerk.

**14. PUBLIC DOMAIN**

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



James Sheehy  
Town Clerk

JS/GK/22.10.2019

Agenda Item 7

Town Council Meeting Monday, 28<sup>th</sup> October 2019

Resolution moved on Notice under Standing Order 9:

“THAT the membership of Committees be varied as follows with immediate effect:

- (a) Cllr P M Ryland be no longer a member of the Policy & Resources Committee and Cllr T A Pleasance be appointed in his stead;
- (b) Cllr P M Ryland be no longer a member of the Community Committee, and Cllr J C Goodman be appointed in his stead.”

T. A. Pleasance

J. Bayford  
C. Chelmsley - bus  
J. C. GOODMAN

~~T. A. Pleasance~~  
S. M. Ryland  
A. Kilmarth  
S. Ager  
K. H. [Signature]

[Back to Agenda](#)

Agenda Item 9

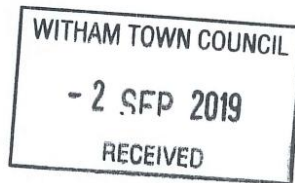


Our Ref: AW/JPDB  
Your Ref:  
From: Andy Wright  
Tel. No.: (01376) 557700  
Ext.: 2002  
E-Mail: [andy.wright@braintree.gov.uk](mailto:andy.wright@braintree.gov.uk)  
Date: 30<sup>th</sup> August 2019

Causeway House  
Braintree  
Essex  
CM7 9HB

Tel: 01376 552525  
Minicom: 01376 557766  
Fax: 01376 552626  
[www.braintree.gov.uk](http://www.braintree.gov.uk)

Mr. James Sheehy,  
Town Clerk,  
Witham Town Council,  
Town Hall,  
61 Newland Street,  
WITHAM,  
CM8 2FE



Dear James,

**Armed Forces Day**

Thank you for your letter dated 6<sup>th</sup> August 2019 regarding this year's Armed Forces Day event hosted by Braintree District Council.

Local authorities, town and parish councils and local community groups are all encouraged to host events during Armed Forces week; no event is considered too big or too small and there is no prescribed format. Braintree District Council hosts a flag-raising ceremony to demonstrate support for our servicemen and women and for the wider Armed Forces community of families, veterans and cadets.

To my knowledge the National Anthem has never been played at any of our ceremonies in the ten years we have been holding the event. We have a tradition of inviting a bugler to play at the raising of the flag and we have always received favourable comments from veterans and guests who appreciate the arrangements we put in place to commemorate this important event.

Yours sincerely,

Andy Wright  
Chief Executive

[Back to Agenda](#)

Agenda Item 10

**LIST OF MAYORAL ENGAGEMENTS  
COUNCILLOR MRS CLARE LAGER  
2 SEPTEMBER 2019 TO 28 OCTOBER 2019**

<b>Monday, 2 September</b>	<b>Witham Community Hub</b> Attended the first anniversary celebrations at the centre in Newland Shopping Centre.
<b>Tuesday, 3 September</b>	<b>Chapter Market</b> Officially open the market in Newland Street.
<b>Tuesday, 3 September</b>	<b>Mayor of Maldon’s Fund Raising Meal</b> Attended the House of Delight Chinese restaurant in Maldon in support of the Mayor of Maldon’s Charity Appeal.
<b>Friday, 13 September</b>	<b>Coffee Morning</b> Hosted a Coffee Morning at the Town Hall to raise funds for her Charity Appeal.
<b>Friday, 14 September</b>	<b>Sponsored Walk</b> Led a group of walkers from Maldon Town Hall to Witham Town Hall.
<b>Sunday, 15 September</b>	<b>Battle of Britain Service</b> Attended the Service at the Holy Family and All Saints Church in Guithavon Street.
<b>Tuesday, 17 September</b>	<b>Meet the Mayor</b> Chaired a meeting with a group of Students from Maltings Academy.
<b>Thursday, 19 September</b>	<b>Maltings Academy</b> Attended the Academy on their Open Evening.
<b>Saturday, 21 September</b>	<b>Puppet Festival</b> Judged the Fancy Dress Competition at the United Reformed Church.
<b>Sunday, 22 September</b>	<b>Silver Cinema</b> Attended the Library to see Easter Parade.
<b>Thursday, 26 September</b>	<b>New Rickstones Academy</b> Attended the Academy on their Open Evening.
<b>Thursday, 3 October</b>	<b>Lidl Store</b> Officially opened the new store in Bridge Street.
<b>Saturday, 5 October</b>	<b>Helen Rollason Mid Essex Support Centre, Hatfield Peverel.</b> Attended the Opening Day after their refurbishment.

- Thursday, 10 October**                      **New Rickstones Academy**  
Met Damien Lee for a tour of the school.
- Friday, 11 October**                      **Coffee Morning**  
Hosted a Coffee Morning at the Town Hall to raise funds for her  
Charity Appeal.
- Friday, 11 October**                      **Tea Rooms, Newland Street**  
RNLI Presentation
- Saturday, 12 October**                      **Carnival Association**  
Attended the Carnival Presentation Evening at the Public Hall.
- Sunday, 13 October**                      **High Sheriff’s Justice Service**  
Attended Chelmsford Cathedral for the Service.
- Monday, 14 October**                      **A Concert for Harvest**  
Attended a concert at St Nicolas Church organised by the Chairman  
of Braintree District Council.
- Wednesday, 16 October**                      **Action for Family Carers**  
Attended the Annual General Meeting and saw the film presentation  
of Essex Befriends at West Maldon Community Centre.
- Thursday, 17 October**                      **Cards for Good Causes**  
Officially opened trading at the Town Hall.
- Thursday, 17 October**                      **Girlguiding and Jack Pletchey Awards Evening**  
Attended the Charter Hall for the awards.
- Friday, 25 October**                      **Witham Industrial Watch**  
Tour of the Industrial Estates with Adrian Cousins.
- Friday, 25 October**                      **WAOS**  
Attended Sister Act at the Public Hall.
- Saturday, 26 October**                      **Royal British Legion**  
Attended the Poppy Prom at the RBL Hall.
- Sunday, 27 October**                      **Silver Cinema**  
Attended the Library to see Operation Petticoat.

**COUNCILLOR RON RAMAGE**  
**2 SEPTEMBER 2019 TO 28 OCTOBER 2019**

- Thursday, 19 September**                      **Maltings Academy**  
Attended the Academy to see the facilities available to the students.

[Back to Agenda](#)