



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

### WITHAM TOWN COUNCIL

Date: **Monday, 20<sup>th</sup> March 2023**

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

Present:

Councillors	J.	Bayford	(Town Mayor)
	J.	Goodman	(Deputy Town Mayor)
	K.	Atwill	
	P.	Barlow	
	P.	Heath	
	A.	Kilmartin	
	C.	Lager	
	M.	Lager	
	J.	Williams	
	R.	Williams	

Essex Police Sergeant

	S.	Jesse	(Community Special)
	N.	Smith	(Town Clerk)
	H.	Andrews	(Deputy Town Clerk)
	G.	Kennedy	(Committee Clerk)
	S.	Smith	(PA to the Council)

#### 194. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors S. Ager, S. Hicks, T. Pleasance, S. Rajeev, M. Weeks, and C. Jay.

**RESOLVED** That the apologies be received and approved.

#### 195. MINUTES

**RESOLVED** That the Minutes of the Meeting of Town Council held 21<sup>st</sup> February 2023 be confirmed as a true record and signed by the Town Mayor.

**196. INTERESTS**

No interests were declared at this time but later in the Meeting at Minute 208 – Whetmead, Councillor Bayford declared a non-pecuniary interest as he knew one of the companies that had provided a quotation.

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

There were no members of the press or public present.

**198. ESSEX COUNTY AND BRAINTREE DISTRICT COUNCIL UPDATE**

No reports were received.

**199. TOWN MAYOR'S ENGAGEMENTS**

Details of the Town Mayor's engagements attended for the period 16<sup>th</sup> February to 13<sup>th</sup> March 2023 were received.

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

**200. TOWN CLERK'S REPORT**

The Town Clerk explained that the Council would be entering the pre-election period on Tuesday, 21<sup>st</sup> March 2023.

The Town Clerk also notified Members, under section 14 of Witham Town Council's Standing Orders, that a Code of Conduct complaint against a Member was under investigation by the Monitoring Officer.

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

**201. GRANT AID REQUEST – ACTION FOR FAMILY CARERS**

Members were asked to consider the grant aid request from Action for Family Carers.

Members agreed that the further information helped to highlight what a worthy cause the grant would support, and the commensurate benefit for the community, so agreed the remaining balance available could be used.

**RESOLVED** That a grant of £3,702.84 to Action for Family Carers towards their Witham Group activities be approved.

**202. TRUCAM**

A report was received regarding the part funding of a TruCam device.

CSS Simon Jesse informed members that this equipment would replace the existing speed capture devices. This camera, which could be mounted on a tripod, would record every speeding vehicle that went past, and download this information onto an SD card. This would be sent to the casualty reduction team who would analyse the content, and issue appropriate penalties.

CSS Jesse explained to members that there was a range of benefits with this updated equipment,, including the fact that it could be used by a PCSO or Community Speedwatch, and

they would no longer have to pull over speeding vehicles to get their information., This would mean they were free to pursue other offenders, such as those who were driving recklessly.

The cost of the camera would be £9,955 and ideally would be divided between the Community Safety Partnership and Halstead Town Council as well as the Town Council.

Members agreed that the camera would be a valuable asset to Witham Town Council and would help to improve the quality of the services that already take place.

**RESOLVED** That the report be received and that the funding be granted.

**203. HIGHWAYS DEVOLUTION SCHEME**

A report was received regarding the suggested use of Highways Devolution funding towards the Parish Paths Partnership scheme.

The Deputy Town Clerk explained that Witham Town Council would be unable to continue with existing projects under the Highways Devolution scheme, therefore the Parish Paths Partnership scheme would be a positive alternative.

Members agreed that this would be a good way to utilise funds to resolve issues within the town, however further clarification would be needed on what can be done under the guidelines of the scheme, and areas in which these can be done.

**RESOLVED** That the report be received and the project be pursued, subject to further discussion regarding the details.

**204. MEETING SCHEDULE 2023 – 2024**

A draft Meeting Schedule for 2023 – 2024 was received.

The Town Clerk informed members that the office had noticed an error on one of the dates which would be rectified, but that this is only a draft schedule that the new administration may amend.

**RESOLVED** That the draft meeting schedule be received and approved.

**205. COMMITTEE REPORTS**

- (a) **Planning and Transport Committee held 21<sup>st</sup> February and 6<sup>th</sup> March 2023**  
Minutes 223 to 260 (inclusive).

Councillor Goodman, Chairman of the Planning and Transport Committee, gave his report en bloc.

**RESOLVED** That the Report of the Planning and Transport Committee be received.

- (b) **Policy and Resources Committee held 6<sup>th</sup> March 2023**  
Minutes 39 – 50 (inclusive).

Councillor M. Lager, Chairman of the Policy and Resources Committee, gave his report en bloc.

Minute 43 – Town Clerk’s Report

A recommendation was received.

**RESOLVED** That Community, Environment and the Policy and Resources Committees include a standing item on their agenda to identify opportunities suitable for funding through Section 106 monies

**RESOLVED** That the Report of the Policy and Resources Committee be received.

Councillor A. Kilmartin left the council chamber.

**206. 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.

**207. COMMITTEE REPORT – CONTINUED**

**Policy and Resources Committee held 6<sup>th</sup> March 2023 (continued)**

Minute 51.

Councillor M. Lager, continued his report.

**RESOLVED** That the Report of the Policy and Resources Committee be received.

Councillor A. Kilmartin returned to the council chamber.

**208. SECTION 106 AGREEMENT – WHETMEAD**

Councillor Bayford declared a non-pecuniary interest as he knew one of the companies who had submitted a quote.

A report was received regarding Section 106 monies for improvements to Whetmead Nature Reserve.

Three quotes for replacement steps at Whetmead Nature Reserve were received. Members agreed to accept the cheapest quote from DRH Landscapes Ltd for £3,200.

**RESOLVED** That the quotation from DRH for £3,200 for the replacement steps be accepted.

Members were advised that the Notice Boards were similar and therefore agreed to accept the cheapest quote from Panelwarehouse for £1,340.

**RESOLVED** That the quotation from Panelwarehouse for £1,340 for a Notice Board be accepted.

Members liked the proposed nature posts with etching rubbing plaques but agreed that further information would be required.

**RESOLVED** That the report be received and noted and that further information be sought regarding nature posts/interpretation board quotes.

**209. FUNDING REPORT**

The Funding Report was received.

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

**210. LAND TRANSFER UPDATE**

The Land Transfer Update was received.

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

**211. LAND ADJACENT TO THE RIVER WALK**

A report was received.

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

There being no further business the Town Mayor closed the Meeting at 9.07 p.m.

Councillor J. Bayford  
Town Mayor

NS/GK/SS/15.3.2023