



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

AGENDA

WITHAM TOWN COUNCIL

Date: **Monday, 19th December 2022** Time: **7:30 p.m.**

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

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.

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|----------------|-------------|----|-----------|---------------------|
| To be present: | Councillors | J. | Bayford | (Town Mayor) |
| | | J. | Goodman | (Deputy Town Mayor) |
| | | S. | Ager | |
| | | K. | Atwill | |
| | | P. | Barlow | |
| | | P. | Heath | |
| | | S. | Hicks | |
| | | C. | Jay | |
| | | A. | Kilmartin | |
| | | C. | Lager | |
| | | M. | Lager | |
| | | T. | Pleasance | |
| | | S. | Rajeev | |
| | | M. | Weeks | |
| | | J. | Williams | |
| | | R. | Williams | |

1. APOLOGIES FOR ABSENCE

To receive and approve apologies for absence.

2. MINUTES

To receive the Minutes of the Meeting of Town Council held 12th December 2022 (previously circulated).

3. INTERESTS

To receive any declarations of interest 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.

Order Note: A maximum of 30 minutes is designated for public participation time with no individual speaker exceeding three minutes unless otherwise granted an extension by the Chairman under Standing Order 3(F) & 3(G)

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 MAYOR'S ENGAGEMENTS

To receive details of the Town Mayor's engagements attended for period 14th November to 12th December 2022 (attached at page 4).

7. TOWN CLERK'S REPORT

To receive a verbal report on matters arising.

8. WITHAM PUBLIC HALL – ASSET OF COMMUNITY VALUE

To receive a letter from Braintree District Council regarding the need to re-list the Public Hall as an asset of community value and to consider sending a letter of support (attached at page 5).

9. COMMITTEE REPORTS

(a) **Planning and Transport Committee held 21st November and 5th December 2022**
Minutes 158 to 186 (inclusive)

To receive a report of the Meetings.

(b) **Policy and Resources Committee held 5th December 2022**
Minutes 26 – 36 (inclusive)

To receive a report of the Meeting.

10. EQUALITY POLICY

To receive and approve the Witham Town Council Equality Policy (attached at page 6).

11. EXCLUSION OF THE PRESS AND PUBLIC

TO RESOLVE 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) and (S7) of the Local Government Act 1972.

12. COMMITTEE REPORT – CONTINUED

Policy and Resources Committee held 5th December 2022

Minutes 37 and 38

To receive a report of the Meeting.

13. FUNDING REPORT

To receive the Funding Report (attached at page 7).

14. LAND TRANSFER UPDATE

To receive a land transfer report (attached at page 8).

15. CCTV EXPANSION

To receive a report on CCTV expansion (attached at page 9).



Nikki Smith
Town Clerk

NS/GK/13.12.2022



LIST OF MAYOR'S ENGAGEMENTS BETWEEN NOVEMBER 14TH & DECEMBER 12TH 2022

THURSDAY 8TH DECEMBER, NEW RICKSTONES ACADEMY WINTER SHOWCASE

Attended the New Rickstones Academy Winter showcase.

SATURDAY 10TH DECEMBER, THE MAYOR OF WITHAM'S CHRISTMAS PARTY

Hosted the Mayor of Witham's Christmas party at the Royal British Legion Hall.

DEPUTY TOWN MAYOR'S ENGAGEMENTS

THURSDAY 24TH NOVEMBER, HOWBRIDGE JUNIOR SCHOOL

Visited Howbridge Junior School to listen to a testimony of a Holocaust survivor with their Year 6 class who had been studying the question 'What does it mean to be human?'

FRIDAY 2ND DECEMBER, WITHAM INDUSTRIAL WATCH

Attended the annual Witham Industrial Watch members' meeting at Tiptree Patisserie in Witham.

WEDNESDAY 7TH DECEMBER, HALSTEAD TOWN COUNCIL'S TORCHLIT PROCESSION

Attended the Mayor of Halstead's torchlit procession and Mayor's reception.

THURSDAY 8TH DECEMBER, WITHAM UNITED REFORMED CHURCH

Attended the "Light up a Life" service at the United Reformed Church.

[Back to Agenda](#)

Our ref: HJB/COR10-002386
Your ref:
Ask for: Hayley Bennington
E mail: hayley.bennington@braintree.gov.uk
Dial: 01376 552525
Ext: 2203
Date: 8 December 2022

Governance Service
Causeway House Braintree
Essex CM7 9HB

Tel: 01376 552525
Fax: 01376 552626

www.braintree.gov.uk

Clerk to Witham Town Council, Nikki Smith
Witham Town Council
Town Hall
Newland Street
Witham Essex
CM8 2FE

sent via email only to infocentre@witham.gov.uk

Dear Town Clerk,

Witham Public Hall, Collingwood Road, Witham CM8 2DY (“the Property”)
Assets of Community Value – Chapter 3 of the Localism Act 2011 (“the Act”)

The above Property was listed as an Asset of Community Value by this Council on 4 December 2012 and 15 January 2018 following nominations from Witham Public Hall Trust Ltd. The current listing will expire on 15 January 2023.

In the meantime, we have recently received a nomination from Witham Public Hall Trust Ltd to re-list the Property (shown edged red on the enclosed title plan), as an asset of community value.

As the Property is in your council’s area, we are under a duty pursuant to Regulation 8 of the Assets of Community Value (England) Regulations 2012 to notify you that we are considering listing the land.

We must decide whether the Property should be included in our List of Assets of Community Value by the 30 January 2023.

We will write to you further to inform you of the outcome of the decision.

You do not need to take any action as a result of this letter. If you have any queries however, please feel free to contact me using the details above.

Yours faithfully



Hayley Bennington
Solicitor

[Back to Agenda](#)

Witham Town Council: Equality Policy

Policy Overview

Witham Town Council recognises that many individuals and communities experience unlawful and unfair discrimination on the grounds of their age, disability, gender, marriage and civil partnership, gender re-assignment, race, religion or belief, sex and sexual orientation. The Council believes that equality for all is a basic human right and actively oppose all forms of unlawful and unfair discrimination. The Council celebrates the diversity of Essex and is striving to promote and reflect that diversity within our organisation.

The Council's vision for equalities is to ensure that fairness is part of everything the Council does.

The Council is committed to:

- taking into account the equality impacts of our emerging proposals and seek to mitigate any adverse impacts where possible
- ensuring that equality is at the heart of our thinking and is reflected in our commissioning strategies
- consulting and engaging with our communities taking into account the diverse needs of our residents and businesses
- identifying, and where possible addressing the root causes of disadvantage and discrimination
- embedding equalities in all the Council does and making it part of the council's business as usual practice
- recruiting and retaining a diverse workforce that reflects the communities the council serves and ensuring that council employees feel valued and respected.
- fostering good relations between different groups and communities.

All of the council's employees shall carry out their duties in line with Witham Town Council's commitment to achieving excellence in relation to equalities, both in the workplace and across Witham.

The Council is committed to developing a culture that embeds the effective management of equality and diversity in all that the Council does. The Council will provide the necessary resources and leadership to make this happen.

Witham Town Council's equalities priorities will be kept under review and progress will be monitored against the achievement of the objectives. Remember, if you can't love yourself...

For this policy to be successful, it is essential that everyone is committed to, and involved in its delivery. The Council's goal is to work towards a just society, free from discrimination, harassment and prejudice. The Council aims to embed this in all council policies, procedures, day-to-day practices and external relationships.

Policy Adopted: Full Council 28th June 2021

Review Date: Full Council June 2023

[Back to Agenda](#)