



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

Meeting of: **Environment Committee**  
Date: **Monday, 18<sup>th</sup> July 2022**  
Place: **Town Hall, 61 Newland Street, Witham.**

Present: Councillors

K.	Atwill	(Chairman)
J.	Goodman	(Vice Chairman)
J.	Bayford	
S.	Hicks	
A.	Kilmartin	
M.	Lager	
H.	Andrews	(Deputy Town Clerk)
G.	Kennedy	(Committee Clerk)

### 1. APOLOGIES

Apologies for absence were received from Councillors C. Lager who was unwell and Weeks who was delayed in Chelmsford. Councillor Rajeev was absent.

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

### 2. MINUTES

**RESOLVED** That the Minutes of the Meeting of the Environment Committee held 26<sup>th</sup> April 2022 be confirmed as a true record and signed by the Chairman.

### 3. INTERESTS

There were no interests declared.

### 4. QUESTIONS AND STATEMENTS FROM THE PUBLIC

There was no member of the press or public present.

**5. CLERK'S REPORT**

The Clerk's Report on matters arising was received. The Clerk added that 9<sup>th</sup> August 2022 had been confirmed with the District Council's Landscape Architect for the next Town Centre Regeneration Meeting.

It was stated that Members of the Open Spaces Management Sub-Committee would be walking the length of the River Walk to check the pathways. Disappointment was conveyed that work to the Town Centre and Town Park had been delayed.

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

**6. COMMITTEE INCOME, EXPENDITURE & BUDGET REPORT**

The income and expenditure report for the period 1<sup>st</sup> April to 30<sup>th</sup> June 2022 was received.

Details of projected figures for the year were shared showing that an overspend of the Environment budget was expected at year-end. Members discussed the increase in prices and were disappointed to note that Braintree District Council was now charging to deposit waste from the open spaces. Estimates from commercial providers were being sought for comparison and a similar exercise for floral displays had begun.

Members commended the work undertaken by volunteers at the Railway Station keeping the planters tended.

**RESOLVED** That the income and expenditure report be received.

**7. TRANSFER OF FUNDS FROM ENVIRONMENT BUDGET**

A report was received and Members asked to approve the transfer of funds from the Environment budget.

Members agreed to approve the transfer of funds from the under-used Litter Bin budget.

**RESOLVED** That the report be received and approval given to transfer £5,000 to the Witham Festival budget and £1,000 for the replacement of damaged picnic benches.

**8. OPEN SPACES MANAGEMENT SUB-COMMITTEE**

The Minutes of the Open Spaces Management Sub-Committee Meeting held 24<sup>th</sup> May 2022 were received.

The Deputy Town Clerk explained that she was pursuing a replacement road sign for James Cooke Wood.

**RESOLVED** That the Minutes of the Open Spaces Management Sub-Committee Meeting be received.

**9. CLIMATE CHANGE WORKING GROUP**

The Minutes of the Climate Change Working Group Meeting held 30<sup>th</sup> May 2022 were received.

Members considered that there should be drinking water available in the park and suggested that this be raised at the Town Centre Regeneration Meeting to be held 9<sup>th</sup> August 2022.

It was considered that the Climate Change Working Group should be asked to produce a report detailing specific actions that could be taken forward including funding.

**RESOLVED** That the Minutes of the Climate Change Working Group be received.

#### **10. HIRE OF OPEN SPACES POLICY**

A report was received and Members asked to approve a change in the Hire of Open Spaces Policy.

Members agreed that it would be appropriate to add an exemption clause for charities and non-profit community groups to waive hire charges.

**RESOLVED** That the report be received and the amended Hire of Open Spaces Policy to include the exemption clause be approved.

#### **11. COMMEMORATIVE ITEMS ON WITHAM TOWN COUNCIL OPEN SPACES**

The Commemorative Items on Witham Town Council Open Spaces policy was received and reviewed by Members.

**RESOLVED** That the policy for Commemorative Items on Witham Town Council Open Spaces be agreed.

#### **12. SNOW CLEARANCE POLICY**

The Snow Clearance Policy was received and reviewed by Members.

**RESOLVED** That the Snow Clearance Policy be received and agreed.

#### **13. TREE GROUP MINUTES**

The Minutes from the Tree Group Meetings held 12<sup>th</sup> April and 24<sup>th</sup> May 2022 were received.

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

There being no further business the Chairman closed the Meeting at 8.20 p.m.

Councillor K. Atwill  
Chairman

HA/GK/20.7.2022