



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

## AGENDA

Meeting of: **Environment Committee**

Date: **Monday, 10<sup>th</sup> October 2022** 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	K.	Atwill	(Chairman)
		J.	Goodman	(Vice Chairman)
		J.	Bayford	
		P.	Heath	
		S.	Hicks	
		A.	Kilmartin	
		C.	Lager	
		M.	Lager	
		S.	Rajeev	
		M.	Weeks	

### **1. APOLOGIES**

To receive and approve apologies for absence.

### **2. MINUTES**

To receive the Minutes of the Meeting of the Environment Committee held 18<sup>th</sup> July 2022 (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.

*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. CLERK'S REPORT**

To receive the Clerk's Report on matters arising attached at page 4.

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

To receive the Minutes of the Open Spaces Management Sub-Committee Meeting held 6<sup>th</sup> September 2022 attached at page 5.

**7. TOWN CENTRE REGENERATION STEERING GROUP**

To receive the Minutes of the Town Centre Regeneration Steering Group Meeting held 9<sup>th</sup> August 2022 attached at page 8.

**8. CLIMATE CHANGE WORKING GROUP**

To receive the Minutes of the Climate Change Working Group Meeting held 8<sup>th</sup> August 2022 attached at page 11.

**9. WITHAM TREE GROUP**

To receive the Minutes from the Tree Group Meetings held 19th July and 20th September 2022 attached at page 14.

**10. COMMITTEE INCOME AND EXPENDITURE & BUDGET REPORT**

To receive the income and expenditure report for the period 1<sup>st</sup> April to 31<sup>st</sup> August 2022 (attached at page 18).

**11. 2023-2024 DRAFT CORPORATE STRATEGY AND BUDGET**

An opportunity for members to comment upon the proposed Environment Committee Strategy and Budget for 2023-2024 (attached at page 20).

**12. OPEN SPACES ACTION PLAN**

To consider items to be included on the 2023 Braintree District Council Open Spaces Action Plan (attached at page 23).



Nikki Smith  
Town Clerk

HA/GK/4.10.2022

**Officer Report: Clerk's Report**

**Issue:**

- On 31<sup>st</sup> August 2022 Essex County Council confirmed that the Highways Devolution Scheme would not be continued into the current financial year due to a low take-up level across the County over the 3 years that the trial ran.
- Enquiries are being made with Braintree District Council to establish whether S106 or Unilateral Undertaking funds can be utilised to update the north steps at Whetmead and replace the damaged picnic benches on the River Walk near Guithavon Road.
- Members of the Environment Committee and Open Spaces Management Sub-Committee walked the length of the River Walk on 3<sup>rd</sup> August 2022 to review the condition of the footpaths. The report from this and with the next stage of the proposed footpath programme will go to Full Town Council.
- Quotes are currently being obtained to carry out a tree survey on the River Walk with a view to carrying out any necessary tree maintenance work over the winter period.

**Advice:**

To receive and note.

[Back to Agenda](#)



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

## MINUTES

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

Date: **6<sup>th</sup> September 2022**

Present: Councillors

S	Hicks	(Chairman)
J	Goodman	
T	Pleasance	
S	Black	(Witham and Countryside Society)
B.	Fleet	(Tree Warden)
J	Palombi	(CPRE)
P.	Shuttleworth	(Local Wildlife Interests)
H	Andrews	(Deputy Town Clerk)
S	Dyer	(Operations Manager)
S	Smith	(P.A to the Council)

### **11. APOLOGIES**

Apologies were received from Cllr. K Atwill, Cllr S. Ager, S. Brailey, and J Casement.

### **12. INTERESTS**

No interests were declared.

### **13. MINUTES**

The minutes were **AGREED** and subsequently signed by the Chairman.

### **14. CLERK'S REPORT**

The Clerk's report was received.

It was noted that the fire on Whetmead Nature Reserve was approximately 500 square metres and the fire report was inconclusive with regards to the cause of the fire.

## **15. OPERATIONS MANAGER'S REPORT**

The Operations Manager provided a verbal report and confirmed that the team had returned to regular grass and hedge cutting after an especially dry period. He informed Members that a tree surgeon had to be called to remove a fallen Poplar, a new commemorative bench had been installed at Pattison Close and three successful events had taken place on the River Walk; the Witham Dog Show, the Witham Town Council Jubilee event and the duck race which was organised by the Rotary Club.

The gate padlocks had been cut off by the fire service to gain access to Whetmead Nature Reserve. A welder has since been to repair the gates. It was noted that only scrub land had been damaged in the fire which will regenerate.

Members were informed that improvements at James Cooke Wood were ongoing opening up the tree canopy to increase biodiversity. The hedge at the entrance had recently been cut to improve visibility when leaving the site.

It was noted that the Open Spaces Team are often at the allotments for ongoing maintenance and minor issues and that the railway station planters had been replanted in May with red, white and blue flowers to celebrate the jubilee, which had received a positive response.

Members thanked the Operations Manager for his report. It was noted that trees on a private property on the River Walk had been burnt and there was concern that their poor condition would result in them falling onto the Town Council's land. It was **AGREED** that the office should send a letter to the property owner to clarify if any action is being taken.

It was noted that there were also dead trees on the River Walk near to a private property. These had previously been reviewed by a tree surgeon with no further action necessary and did not affect users. The trees have been retained for wildlife habitat and the property owner informed but will be periodically monitored.

## **16. CONSIDERATION OF WRITTEN REPRESENTATION**

It was noted that the request received was an extremely common one that Members and the office receive on a regular basis, but that Members felt no action was required as they were satisfied with the balance on the River Walk currently and that the management plan is being adhered to.

The Operations Manager commented that the stinging nettles also help to minimise the levels of erosion on the river banks, as currently the areas that allow access to the river were showing signs of this.

Members **AGREED** that a stock answer should be created from the information on page 22 of the River Walk Management Plan, to provide a consistent reply to enquiries.

## **17. REVIEW OF THE RIVER WALK MANAGEMENT PLAN**

It was noted that this item was in accordance with page 29 of the River Walk Management Plan, which informs of the duty to review the plan, so that Members have the opportunity to comment and check its progress.

Members discussed how the biodiversity was being monitored and how it would be recorded that biodiversity had increased during the period of the River Walk Management Plan.

It was **AGREED** that a biodiversity survey of the River Walk should be performed by 2025 and in 2030 to monitor progress, and that the Operations Team should also record any changes they notice.

It was also **AGREED** that it should be considered whether a list of nature sightings on the River Walk could be displayed in the Information Centre.

**18. WILDFLOWER PLANTING IN CLOSED CHURCHYARD**

The Operations Manager informed Members that they would be replanting a wildflower section again. It was noted that Yellow Rattle seeds would be planted in the Autumn and plug plants and further Yellow Rattle seeds would be planted in the Spring. The area would be fully managed to increase the chance of success.

**19. ANY OTHER BUSINESS**

Members were asked whether they would like to speak at a Witham & Countryside Society meeting about the Council's open spaces. Cllr S. Hicks confirmed he would be available to do this.

Members were informed that the Tree Preservation Order request for the remaining trees at the Gimsons site had been declined by the Braintree District Council Landscape department.

It was noted that the Essex Wildlife Trust were running a rewilding initiative that offered site visits, training and resources, but it was **AGREED** that no Witham Town Council managed areas required help from this project currently as Members were happy with the balance held.

**20. DATE AND TIME OF THE NEXT MEETING**

It was noted that the next meeting of the group will be Tuesday 6th December 2022.

Meeting concluded at 3.05pm

HA/SS/12.09.2022

Signed by Chairman .....

Back to Agenda

**MINUTES OF THE MEETING OF THE TOWN CENTRE REGENERATION STEERING GROUP AT WITHAM TOWN COUNCIL HELD 9<sup>th</sup> AUGUST 2022 AT 10:30AM IN THE COUNCIL CHAMBER.**

**PRESENT: - Councillors:** K. Atwill  
J. Goodman  
M. Lager  
S. Rajeev  
T. Pleasance

**ALSO PRESENT:** G. Allman - BDC Landscape Architect  
N. Murphy - BDC Landscape Architect

**STAFF:** H. Andrews - Deputy Town Clerk  
S. Smith - P.A to the Council

**1. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**2. APPOINTMENT OF CHAIRMAN**

Councillor K. Atwill was appointed Chairman of the group.

**3. APPOINTMENT OF VICE-CHAIRMAN**

Councillor J. Goodman was appointed Vice-Chairman of the group.

**4. DECLARATIONS OF INTEREST**

Members did not declare any interests.

**5. TERMS OF REFERENCE**

The terms of reference were received and agreed.

**6. MINUTES OF THE PREVIOUS MEETING**

The minutes of the previous meeting were confirmed as a true and accurate record and subsequently signed by the Chairman.

**7. WITHAM TOWN PARK**

N. Murphy provided Members with an update of all available S106 funding projects for Witham. Current projects being worked on -

- Second phase of the Town Park project
- Halcyon Close – new tree planting due to be carried out in the next planting season
- River crossing and cycleway project currently has approximately **£72k** S106 funding allocated. BDC are working in liaison with Sustrans, Environment Agency, and National Highways to proceed with the project. The current funding allocated to this project has an expiry date of **September 2024** but further funding will need to be brought into the scheme. It was **AGREED** that N Murphy would provide a map showing the planned area of the project.

Members were advised of other Section 106 funding allocated to open spaces projects in Witham –

- Improvements to Whetmead Nature Reserve. Approximately **£13k** for Witham Town Council to spend with an expiry date of **November 2023**.

- Improvements to Forest Road Pond area. Approximately **£34k** allocated with an expiry date of **May 2027**. Liaison with Eastlight and potential resident consultation would be required to decide on improvements.
- Improvements to cycle parking at the railway station. Funding of **£17k** due to be spent by **January 2023**. The agreement on this project was specific with regards to shelters and signage.
- Morrison's public art project. **£24k** allocated with an expiry date of **July 2025**. No plans have been made for this project yet but would need to be in the North Ward area of Witham.
- A further **£16k** with an expiry date of **October 2024** was also available to bring into the cycling/bridge project.

N Murphy confirmed that there were also funds available from various Unilateral Undertakings, figure to be confirmed, for projects under £10,000 which Witham Town Council could apply for using the BDC under £10k spend guidance.

N Murphy provided an update of the Witham Town Park projects and confirmed that the improvements to the car park and installation of the electricity point had been completed. The second phase of the project has approximately **£77k** ring fenced to it.

Members were presented with three different design choices for the Town Park by G. Allman, based on the public consultation results. It was explained that all the designs aimed to have a naturalistic appearance and that the existing stone seating would be relocated to create a "Witham timeline".

Members agreed to work with BDC officers to present an updated design to local residents via various mediums including BDC web page and social media.

Members **AGREED** that first design presented should be selected with the element of the outdoor amphitheatre seating from the third design added to it. It was noted that finer details will now be added to produce the final design.

## 8. TOWN CENTRE PUBLIC REALM PROJECT

N. Murphy reminded Members that the project details and budget had been agreed by BDC Cabinet for the town centre project. These budgets have been set by a contractors' estimated costs, final costs awaited once procurement process is complete.

It was noted that the street furniture section of the project can now be worked on including the replacement of bins and benches and looking at signage. Members discussed whether all litter bins along Newland Street should be replaced and spoke of consistency in the design. Members **AGREED** to replace all street furniture noted in the project.

Members were provided with large maps of the proposed street furniture projects, copies of which are due to be circulated to the group, and asked for comments to be added to them. The information will be collected in three weeks' time.<sup>1</sup>

It was noted that the project would implement a mix of both modern and traditional design styles in keeping with the current high street and to provide consistency across

---

<sup>1</sup> Maps due to be collected on 31<sup>st</sup> August 2022.

Witham, Braintree and Halstead, as well as wayfinding maps to highlight popular and historical locations in the town. Members reiterated the need for materials chosen to be consistent and in keeping with the town's traditional High Street. Information about design choices would be sent to the Deputy Town Clerk to circulate to Members for agreement.

A discussion took place on a suitable location for a contractor compound and parking for the project. Members **AGREED** that Newland Street would not be suitable and that alternative locations should be investigated.

Members thanked N. Murphy and G. Allman for attending the meeting and providing the updated plans.

With there being no further business, the meeting closed at 12:08pm

.....  
Councillor K. Atwill  
Chairman

SS/HA 12.08.2022

[Back to Agenda](#)

**MINUTES OF THE MEETING OF THE CLIMATE CHANGE WORKING GROUP AT WITHAM TOWN COUNCIL HELD 8<sup>th</sup> AUGUST 2022 AT 6:30PM IN THE COUNCIL CHAMBER.**

**PRESENT:** - Councillors S. Ager, C. Jay, J. Palombi, J. Williams, R. Williams.

**Also present:** - Cllr C. Lager

**Staff:**

H	Andrews	-	Deputy Town Clerk
S	Smith	-	P. A to the council

**1. APOLOGIES FOR ABSENCE**

Late apologies were received from Cllr Hicks who had work commitments.

**2. APPOINTMENT OF CO-OPTEE**

It was **AGREED** to appoint John Palombi to the group as a co-optee.

**3. MINUTES**

The minutes of the previous meeting were confirmed as a true and accurate record and subsequently signed by the Chairman.

**4. CLERKS REPORT**

Members were informed that BDC have appointed a Climate Change Project Manager who has reached out to offer any assistance if needed.

It was noted that an upcycling competition has recently been launched on Social Media as part of the Street Entertainment Festival which has a conservation theme this year.

**5. WITHAM INDUSTRIAL WATCH**

Members were provided with an update from a recent meeting with Witham Industrial Watch. It was noted that the idea of solar panels within the industrial estate had been agreed but had to be taken to the board of directors. The next stage will be encouraging businesses to sign up.

Members were also informed that Witham Industrial Watch is looking to conduct a geospatial scan of Witham to identify viable locations for solar panels, however they need a trustee to sign off on the project. Members considered options and suggested reaching out to any trusts they may have an active involvement in.

Concerns were raised regarding the viability, and usefulness of the project, in addition to how many people would be willing to be involved. Members suggested Eastlight may be interested in being involved, as at a recent Eastlight event attended by Members, climate change was heavily discussed.

**6. CLIMATE CHANGE POP-UP STALL**

Members agreed that the pop-up stall was a great success. However, Members were concerned that there was not enough to attract children and younger people, so it was suggested that sustainable craft activities should be investigated before the next pop-up, such as seeds or colouring.

## 7. RECOMMENDATION FROM ENVIRONMENT COMMITTEE

Members discussed ideas from the previous minutes to be recommended to the Environment Committee in the form of reports, these included:

- Battery operated tools for open spaces use – To be reviewed in liaison with the Open Spaces Manager.
- Rewilding open spaces was discussed. It was **AGREED** that this would be the remit of the Open Spaces Management Sub-Committee and the River Walk Management Plan that in place.
- Information regarding climate change support and resources to be promoted on the website and on social media to increase climate awareness to include an active map to show recycling locations. Climate change content posted on social media to have something to differentiate it from normal posts. It was **AGREED** that Councillor Jay would prepare a report.
- A climate change checklist for WTC Events to reduce waste and to make them more environmentally friendly. It was **AGREED** that Councillor Ager would prepare a report.

Members also discussed further ideas to take forward -

- An event such as a “Witham Recycling Day” to give people a local, accessible location to recycle items. It was **AGREED** that Councillor J Williams would prepare a report.
- Circular walking routes in Witham to be provided on the Council website, including accessible versions. It was **AGREED** that J Palombi would prepare this information.
- Sedum roofs on bus stops.
- Move towards becoming a paperless Council.
- Research energy efficient light and heating for the Town Hall.
- Commenting on solar panels and heat/cooling pumps on all planning permission regarding new builds.
- Calculation of the Council’s carbon footprint.

## 8. DECLARING A CLIMATE EMERGENCY

Members spoke of the whether the Council should declare a climate emergency. Members discussed what the consequences of this would mean and that it may be more beneficial to initially produce an Environmental Policy highlighting how the Council considers environmental and climate issues in its activities. It was noted that declaring a climate emergency would involve creating a detailed action plan but this was an aim for the future.

It was noted that the Council already take climate into account in various activities but should increase this further in the office and with members.

It was **AGREED** to create an Environmental Policy in the short term, and look into recommending the declaration of a climate emergency to the Environment Committee in the future.

## 9. ANY OTHER BUSINESS

Members suggested ideas to potentially discuss at a later meeting, which included:

- A sustainable period campaign that could be launched in schools to provide students who menstruate with menstrual cups and sustainable pads. It was **AGREED** that Councillor Jay would carry out research.
- The creation of a tree and hedge directory to ensure that mature trees and hedges are not removed during the creation of new building developments without the council realising.
- The co-option of a youth member from one of the local schools.

## 10. DATE OF NEXT MEETING

It was agreed that the next meeting should be held before the next Environment Committee meeting, and that the office will email Members some available dates.

With there being no further business, the meeting closed at 7:55pm.

.....  
Councillor S. Ager  
Chairman

SS 10.08.2022

[Back to Agenda](#)

Tree Group Minutes for the 19th July 2022 :

Present : Allan Waight, Eric Teverson, Richard Hawkes, Mark Austin, Stanley Brailey, Barry Fleet

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

2. Minutes of the 24th May accepted.

3 Matters arising - none

4. Future planning

a) Templars estate - we are waiting for confirmation that the County Council will be receiving the grant funding from the Forestry Commission urban grant fund but they have proceeded with the utility checks ; the residents association have received a grant from the Town Council and may receive further funds from the local district councillors ; it was agreed that Barry would speak to Melanie of the residents association to discuss details including consultation with local residents ( Allan can draft a suitable letter) ;

b) Chatten Free School - because of funding issues, Allan has offered to personally donate £500 to the school to fund 4 trees. No fencing would be needed and school staff would water ; we can source and plant them. The school have £1.5k for their garden scheme and a plan is being prepared.

Services are to be checked ;

c) Spa Road - Shaun has asked if we can still proceed with the proposed scheme bearing in mind our watering commitments for the Memorial Park. This was discussed and decided that we can manage this as long as all the watering is covered by 3 bowser loads, equivalent to 150 trees, so our maximum new planting capacity is 80 new trees as 71 established trees should drop off.

Barry will advise Shaun ;

d) Alan Road - no update ;

e) Memorial trees - we planted 2 trees last year for Mrs Brown, for her late husband ; she now wishes to fund 2 more, for her late son and late great granddaughter and asked for suitable suggestions - we will suggest hornbeam and cherry respectively ;

f) Cornel Close - local residents' request for trees. Barry will contact the resident; the land is presumably owned by Eastlight Housing ; could be combined with Bryony Close and use Town Council tree budget? ; Allan will do the services checks.

5. Developer planting - Rivenhall Park - Mark has discussed the problems again with them and watering bags are starting to be used to try and save stressed trees; failed trees to be replaced, per Toni at Rebus on behalf of Bellway.

6. Website /publicity - reports on recent work have been written by Richard and are now on the site ; information on ourselves has been submitted for display at the Hub ;

7. Watering - in a 7 day period, we have completed an unprecedented and exhausting 3 bowser runs instead of the usual one ( this is 10 bowser loads), in order to combat the heatwave, as a significant number of established trees were showing signs of stress ;  
Maintenance - it was noted that there are several repair jobs to be done on tree cages, as time permits ;

8.Finances - the current bank balance and bank charging basis had been advised by Ken.

9.Any other business

- a) Arboricultural Association - Barry had obtained useful literature from them. Passed to Richard to study next ;
- b) Tree delivery - storage needs to be considered as Eric has now moved ;
- c) BDC Community Grant Scheme - a total of £443 was received and BDC have asked for evidence of the expenditures and Allan will deal with this in conjunction with Eric and Barry. It was unhelpful that the invoice from the tree supplier Barchams incorrectly showed the Town Council rather than us! ;
- d) Stanley advised that he had dealt with weeds around our trees in Spa Road, Trent Road area and the 'Asda green' ;
- e) it was noted that a number of the new trees planted by the Mercedes site may be failing (presumably unwatered) ;
- f) Stanley advised that the tree at the entrance to Trent Road may be suffering a fungal attack ;
- g). Mark asked whether BDC have targets for tree planting and if so, is survival monitored? Is money being wasted through not watering? He may approach Cllr W Schmidt as it is thought she will be the relevant cabinet member.

10 Next meetings

- a). 23rd August, social at the White Hart at 7.30pm ( can someone advise the volunteers please?) ;
- b) 20th September, committee meeting at the Hub, 7.30 pm.

Back to Agenda

Please see our minutes for the 20th September :

Present : Richard Hawkes, Graham Wingrove, Mark Austin, Allan Waight, Eric Teverson, Barry Fleet

1. Apologies - Stanley Brailey, Ken Davies

2. Minutes of the 19th July 2022 accepted.

3. Matters arising - there had been no queries from BDC following the submission of the paperwork re the local councillor grant.

4. Future planning

a). Templars estate

The grant from the Forestry Commission via the County Council is confirmed subject to the paperwork, which will fund most of the trees ; Eric will price up the costs provisionally ; Allan has asked Shaun T for guidance as to cherry tree species ; Barry will contact Tom Moat of ECC to discuss the actual tree purchase bearing in mind the Vat aspect ; Barry will contact Mel of the residents association to discuss details ; Allan will send Mel the draft letter to the residents for approval and distribution;

B). Chatten Free School

Allan reported that the underground services maps remain outstanding from the developers ; the intention is to plant two birches and two fastigate hornbeams, to be funded by Allan ;

c) Spa Road - Barry has asked Shaun for an update ;

d) Cornel Close and Bryony Close - Allan and Barry have done a survey and found space for 9 trees ; checks done for underground services, no problems ; we would recommend to the Town Council that this scheme be funded from their 2022 /23 tree budget ; the landowner is Eastlight Housing and Allan has tried to contact them to ask for permission to plant but has been unable to speak to anyone with authority yet ;

e) Balance of Town Council budget /potential schemes if Cornel /Bryony proves problematic - we could recommend : additional planting off Flora Road ; triangle of land behind Ramsden Mills building ; replace two dead BDC trees at Bramble Road playground ; Rickstones playing field ; area behind the cricket ground (Sauls Bridge field) ; area on Rivenhall estate by playground (Mark will check ownership) ; new cycle path from Rivenhall - avenue of trees alongside ;

f) Memorial trees - Mrs D Brown wishes to fund two more trees, and Barry will be in contact with her to request the funds ;

g) Aegon - Barry has contacted them to check that they are likely to be available to help with planting this autumn /winter, and they are and are very keen to help.

5. Developer planting - Mark has done a provisional survey on the Rivenhall estate but would like to do another with help to confirm whether certain trees are alive or not; there are six areas to look at ; agreed probably do on Thursday 29th September with Richard ;

6. Watering and maintenance - agreed that we would need to continue watering to the end of the month at least ; an increasing number of tree ties are broken and need replacing - we may need to use stronger material ;

7. Finances - no change apart from the monthly fee ; we should consider bank transfer as an alternative to cheques ;

8. Website and publicity - Richard will do a report on the watering shortly;

9. Any other business

a) Ken had drawn attention to Tree Council grants available. We had no immediate need of these so they were noted ;

b) Eric had seen a report that, due to climate change, many urban trees will be stressed by 2050, so we may need to consider alternative species such as the 'tree of heaven' ;

c) we planted a line of four trees along Forest Road, at least one of which may have died during the heat wave despite regular watering, so would need to replace this, probably next year.

10 Next meeting : Tuesday, 11th October at 7.30pm at Eric 's house.

Back to Agenda

		<u>2021/2022</u>		<u>2022/2023</u>						
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>400</b>	<b><u>Environment</u></b>									
1401	Dog & Bench Sponsorship Scheme	1,650	1,810	1,650	4,650	5,500	0	0	0	0
	<b>Total Income</b>	1,650	1,810	1,650	4,650	5,500	0	0	0	0
4400	Operations PAYE/LGPS	115,000	129,058	126,714	59,803	161,145	0	0	0	0
4420	Equipment Supplies & Maintenance	4,000	1,758	4,000	3,848	8,000	0	0	0	0
4425	Lighting Maintenance & Utility	2,500	3,377	4,000	208	4,000	0	0	0	0
4431	Toilet Block - Town Park	7,650	7,019	7,650	393	7,650	0	0	0	0
4432	New Tree Planting	2,000	2,000	2,000	0	2,000	0	0	0	0
4433	Tree Maintenance	9,000	4,500	9,000	980	9,000	0	0	0	0
4436	Dog Bin Maintenance	2,000	95	600	25	600	0	0	0	0
4437	Dog & Bench Schemes	1,200	1,628	1,200	2,178	2,025	0	0	0	0
4444	Fleet	4,000	5,188	4,000	2,858	6,000	0	0	0	0
4445	Open Spaces General	1,500	4,291	1,500	953	2,000	0	0	0	0
4446	James Cooke Wood	2,000	624	2,000	269	2,000	0	0	0	0
4447	River Walk	3,000	3,372	3,000	300	3,000	0	0	0	0
4448	Whetmead LNR	2,000	27	2,000	172	2,000	0	0	0	0
4451	NIL	2,000	0	0	0	0	0	0	0	0
4452	River Walk Signage	3,000	3,780	3,000	0	3,000	0	0	0	0
4453	Litter Bins	1,500	0	8,000	0	3,000	0	0	0	0
4454	NIL	1,000	6,588	0	0	0	0	0	0	0
4455	Witham in Bloom	12,200	11,819	12,200	7,928	12,200	0	0	0	0
4457	Waste Disposal	0	0	1,000	1,344	1,000	0	0	0	0
	<b>Overhead Expenditure</b>	175,550	185,123	191,864	81,259	228,620	0	0	0	0

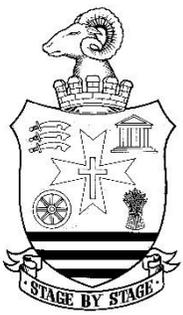
Continued on next page

**Witham Town Council Current Year  
Annual Budget - By Centre (Actual YTD Month 5)**

13:55

	<u>2021/2022</u>		<u>2022/2023</u>				Agreed	EMR	Carried Forward
	Budget	Actual	Total	Actual YTD	Projected	Committed			
<b>400 Net Income over Expenditure</b>	-173,900	-183,313	-190,214	-76,609	-223,120	0	0	0	0
7000 plus Transfer from EMR	0	6,235	0	0	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>(173,900)</u>	<u>(177,078)</u>	<u>(190,214)</u>	<u>(76,609)</u>	<u>(223,120)</u>		<u>0</u>		
<b>Total Budget Income</b>	1,650	1,810	1,650	4,650	5,500	0	0	0	0
<b>Expenditure</b>	175,550	185,123	191,864	81,259	228,620	0	0	0	0
<b>Net Income over Expenditure</b>	<u>-173,900</u>	<u>-183,313</u>	<u>-190,214</u>	<u>-76,609</u>	<u>-223,120</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
plus Transfer from EMR	0	6,235	0	0	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>(173,900)</u>	<u>(177,078)</u>	<u>(190,214)</u>	<u>(76,609)</u>	<u>(223,120)</u>		<u>0</u>		

[Back to Agenda](#)



# Environment Committee

## Overview of Delegated Responsibilities:

- Receive reports, recommendations and minutes from advisory committees and panels that may be appointed from time to time.
- All matters relating to the Council's managed assets including the River Walk, Whetmead Nature Reserve, Closed Churchyard and James Cooke Wood.
- To receive and adopt management plans as recommended by the Open Spaces Management Sub-Committee.
- To preside over general asset management of furniture and assets located on open spaces including waste management.
- To consider matters in relation to climate and pollution.
- To consider all matters in relation to trees, tree planting and the Councils closed 'Commemorative Tree Scheme'.
- To consider matters in relation to litter and any provisions included in the Environmental Protection Act 1990.
- To preside over the Council's programme of floral displays.
- To consider any matters in relation to the ongoing maintenance and management of the Council's fleet and equipment assets.
- To preside over the management of the Council's public conveniences.
- To preside over the management of the Council's street lighting inventory.
- To consider and adopt any policies that directly affect the management of open spaces.

## Advisory Committees that report to this committee are:

- **Open Spaces Management Sub-Committee**  
*(General land management committee)*
- **Town Centre Regeneration Steering Group**  
*(Lobbying of Town Centre improvements for Witham)*
- **Climate Change Working Group**  
*(Reduction of Carbon & Climate Emergency Response)*

## Members of the Environment Committee for 2022/2023 are:

**Objective:  
Review of Floral Displays**

The Committee will consider proposals from officers to reduce costs, increase displays and reinstate "Witham in Bloom" as a function of the local community

**Objective:  
Path & Cycleway Programme**

Phase 1 of the Town Council's footpath and cycleway resurfacing and reconstruction programme on the River Walk will commence. The Council will seek to employ a Project Manager to achieve its aim

**Objective:  
Review of Street Furniture**

The Committee will perform a fundamental asset review of all the Town Council street furniture and partnership with Braintree District & Essex County Councils on a joint brief for Newland Street

**Objective:  
Blackwater Rail Trail**

The Committee will seek devolution of the Blackwater Rail Trail from Essex County Council to Witham Town Council in order to re-open the footpath in its entirety

**Objective:  
Open Spaces Management Plan**

A management plan to be created for the ongoing maintenance of the All Saints Closed Churchyard, Whetmead Nature Reserve, James Cooke Wood.

**Objective:  
Highways Devolution Pilot**

The Committee will seek continuation to the partnership with ECC to deliver the Highways Devolution Pilot and conduct general maintenance of highways at the local level (excluding the highway proper)

**Objective:  
Linking Whetmead & The River Walk**

Additional steps will be taken to secure a link between Whetmead Nature Reserve & The River Walk

**Objective:  
Fleet Review**

The Committee will perform a complete review of the Town Council's fleet for carbon free alternatives and decarbonisation of the Council's operations

**Objective:  
James Cooke Wood Scheme**

A preliminary report will be reconsidered for advancement of the James Cooke Wood improvement programme

**Objective:  
Management of Town Park WC**

The Committee will continue to ensure that Witham Town Park's public conveniences are maintained to a good standard and kept open to the public

**Objective:  
Climate Change**

The Committee will seek to engage with residents to gain a strategic approach to tackling and combat the implications of Climate Change

**PROPOSED (DRAFT) ENVIRONMENT COMMITTEE BUDGET FOR 2023/2024**

Environment	2022/2023		2023/2024	
	Current Budget	Forecast Inc/Exp	Proposed Budget	Difference
Dog & Bench Sponsorship Scheme	1650	5500 -	1650	
<b>Total Income</b>	<b>1650</b>	<b>5500</b>	<b>1650</b>	<b>0</b>
<b>Operations - Salaries &amp; Employer N.I &amp; LGPS</b>	126714	155321	173036	46322
Equipment Supplies & Maintenance	4000	8000	8000	4000
Dog & Bench Schemes	1200	<b>2025</b>	1200	0
Lighting Maintenance & Utility	4000	4000	4000	0
Tree Planting	2000	2000	2000	0
Tree Maintenance	9000	9000	9000	0
Toilet Block - Town Park	7650	7650	8000	350
Project Manager RW	0		10000	10000
Dog Bin Maintenance	600	600	600	0
Litter Bins	3000	3000	3000	0
Open Spaces General	1500	2000	2000	500
River Walk Signage	3000	3000	3000	0
James Cooke Wood	2000	2000	2000	0
River Walk	3000	3000	3000	0
Whetmead LNR	2000	2000	2000	0
Witham in Bloom	12200	12200	12700	500
Fleet	4000	6000	6000	2000
Waste Disposal	1000	1000	1000	0
<b>Overhead Expenditure</b>	<b>186864</b>	<b>222796</b>	<b>250536</b>	<b>63672</b>

Back to Agenda

BDC Ward	Location	Improvements Required to existing facilities	Improvements Required to new facilities	Record	Source	Ownership	Map Ref	Comments
Witham Central	Mill Lane Square	Existing space adjoining Mill Lane bungalows, small square for small scale landscaping and seating improvements	nil	Requests from public received by Town Council	Town Council	Greenfields Community Housing	See Town Council map	How valid is this entry?
	Land adjoining Whetmead Nature Reserve	nil	Purchase/lease existing space adjacent to Nature Reserve. Create a link from Riverwalk to Whetmead, stabilise ground, improve signage and make Saul's Bridge more visible	None given	Town Council	Not in public ownership	See Town Council map	Currently being worked on by BDC
	Land behind Gimsons	nil	Purchased /lease existing space adjacent to River Walk. Cut back vegetation to improve public access. The part on the 'town park side' to form an extension to the town park	None given	Town Council	Not in public ownership	See Town Council map	Entry should be removed as land now sold and built on.
	All Saints Churchyard	Improvements to spatial quality and repairs to assets including gravestones	nil	Comments received from public	Town Council	Not in public ownership	Green spaces site location maps	
	Freebournes Road Industrial Estate	Buffer planting	nil	None given	OSAP Version 1	BDC ownership	None	
	Witham Town Park	Signage, seating, bins and entrance improvements	nil	None given	OSAP Version 1	BDC ownership	Green spaces site location maps	
	Land off Greenfields	Landscape improvements, natural play, signage, paths and seating	nil	None given	OSAP Version 1	BDC ownership	None	
	Blackwater Rail Trail	Bridging River Brain is short term aim. Improvements to access, signage and paths. Cycleway improvements including cycleway from Pasture Road to Catholic Bridge across the River Brain near Blackwater Lane. Bins/dog waste bins and surfacing	Bridge across the River Brain near Blackwater Lane	None given	OSAP Version 1	ECC owned land	None	
	Sauls Bridge off Maldon Road Sports Ground	Boundary planting and access improvements	nil	None given	OSAP Version 1	BDC ownership	None	
	River Walk (Chipping Hill Bridge to Saul's Bridge)	Repairs to cycleway. Bridges on River Walk will need replacing. Habitat creation, path/cycleway improvements and signage, more buoyancy aids, litter bins, dog waste bins, seating and surfacing	Car and cycle parking	None given	OSAP Version 1	WTC owned land	None	
	Whetmead Nature Reserve	Path and access improvements, habitat enhancements, buoyancy aids, interpretation and dog waste/litter bins	Creation of outdoor education space	None given	Town Council + OSAP Version 1	Town Council owned (deeds not seen)	None	
	Allectus Way Open Space	Landscape enhancements including play equipment, paths/cycleways, boundaries and tree planting, habitat creation, bins/dog waste bins, path access and signage	nil	None given	OSAP Version 1	BDC ownership	None	
	Witham Lodge amenity space	Planting enhancements and signage, grass areas and shrub planting	nil	None given	OSAP Version 1	BDC ownership	None	
	Sauls Bridge Sports Ground, Maldon Rd	Walking/running signage and KM markers	Outdoor table tennis equipment	None given	BDC Officer	BDC ownership	None	
	Witham Sports Ground, Spinks Lane	Upgrade and improve facilities at the centre	New 11v11 Floodlit 3G football turf pitch. Small sided informal (MUGA)	None given	OSAP Version 1	BDC ownership	None	
	Maltings Academy, Spinks Lane	Nil	Provision of floodlights for courts	None given	AET Academies Trust	ECC owned land	None	
	Claudius Way	Signage, health and safety improvements and bins	nil	None given	OSAP Version 1	Greenfields Community Housing	None	

	To be identified	Tree planting on 20 planting areas identified by Witham Tree Group	nil	WTG Survey of 2014	Town Council	Unknown	None	
	Off Church Street, Bellfield	Create area for informal recreation, seating, bins	nil	None given	Town Council	Unknown	None	Added 2020
	Lockram Lane by former churchyard & Rex Mott Court	Landscape improvements	nil	none	Town Council	Unknown	None	Added 2020
Suggested new entry	Sauls Bridge	Improvements to Sauls Bridge in Maldon Road for pedestrians						
Suggested new entry	All Saints Churchyard	Signage for Commonwealth Graves						
Suggested new entry	Newland Street	Enhancements to reinstate Period Garden at rear of Town Hall						
<b>Witham North</b>	Bramston Green (50455)	Landscaping, seating and planting	nil	Discussions between Town Council and residents	Town Council	Greenfields Community Housing	Green spaces site location maps	
	Chipping Hill Green (A on map provided by Town Council)	Existing green spaces requires stabilisation to gravel surface to stop it washing into the road. Needs defence from cars. Land used for the medieval fayre	nil	Comments received from public by Town Council.	Town Council	Part BDC acquired in 1932, part common land with an unregistered owner	See Town Council map. Pdf.	
	Ebenezer Close (60459)	Improve access, litter bins/dog waste bins, seating and signage	nil	None given	OSAP Version 1	BDC ownership	None	
	River Walk (Ebenezer to Chipping Hill Bridge) (30437)	Repair cycleway. Bridges on River Walk will need replacing. Habitat creation, path/cycleway improvements and signage, more buoyancy aids, litter bins, dog waste bins, seating and surfacing	Car and cycle parking	None given	OSAP Version 1	BDC owned land leased to Witham Town Council (deeds not seen)	None	Change to WTC freehold ownership
	Glebe Crescent (2 spaces)	Tree planting and improve access	nil	None given	OSAP Version 1	Greenfields Community Housing	None	
	Braintree Road	Access and path improvements, landscape enhancements and habitat creation	nil	None given	OSAP Version 1	ECC owned land	None	
	Cemetery (80405)	Tree planting, signage and access improvements	nil	None given	OSAP Version 1	BDC ownership	None	
	Rickstones Playing Field (10404 & 10397)	Signage/information boards and ball stop fencing. Access and recreational facilities. Improve pitch drainage	Cycle and blue badge parking and outdoor table tennis equipment	None given	OSAP Version 1 and Braintree Strategy Playing Pitches	BDC ownership	None	
	Rickstones Play Ground Pavilion	Refurbishment and improvements of pavilion	nil	None given	Witham Town Council	BDC ownership	None	
	Templars (Doorstep Green)	Boundary improvements and habitat creation	nil	None given	OSAP Version 1	Land owned between BDC and Greenfields	None	
	Forest Road Pond	Improvements to pond, signage, planting, seating, bins/dog waste bins and paths	nil	None given	OSAP Version 1	Greenfields Community Housing	None	
	To be identified	Tree planting on 19 planting areas identified by Witham Tree Group	nil	WTG Survey of 2014	Town Council	Unknown	None	
	By railway from allotments to golf course	Seating, bins	nil	None given	Town Council	Unknown	None	Added 2020
	Former recreation area rear of Ebenezer Close	Landscape improvements with seating and bin	nil	None given	Town Council	Unknown	None	Added 2020
Suggested new entry	Little Elms	Refurbishment and improvements to shop and parking area.						
Suggested new entry	Rickstones Playing Field	Additional dog bins						
Suggested new entry	Evans Way balancing pond area	Replacement of seats						
Suggested new entry	Cemetery	Dog bin						
Suggested new entry	Road between Rickstones Road and Playing Field	Resurfacing required						

Witham South	Opp. 21 Pelly Avenue (50553)	Planting two-three trees in front of a large facing wall to create a better visual aspect	nil	None given	Town Council	Greenfields Community Housing	Green spaces site location maps	
	Land between River (20528)	Improve access, ground stabilisation and informal walking/exercise route	Purchase of land by Town Council	Comments received from the public by the Town Council in relation to Constance Close development consultation	Town Council	BDC ownership	Green spaces site location maps	Query which area this refers to
	Pelly Avenue	Entrance renovation, signage, wheelchair access, surfacing, play equipment, bins/dog waste bins and tree planting	nil	None given	OSAP Version 1	Greenfields Community Housing	None	
	Olivers Drive noise bund	Buffer planting	nil	None given	OSAP Version 1	BDC ownership	None	
	Sauls Avenue	Landscape enhancements including tree planting and habitat creation	nil	None given	OSAP Version 1	BDC ownership	None	
	Brook Walk (Dengie Close)	Planting, tree planting, signage, information boards, surfacing and litter/dog bins	nil	None given	OSAP Version 1	Land owned partly by BDC and partly by Greenfields	None	Query which area this refers to
	James Cooke Woods	Path works, signage and habitat improvements	nil	None given	OSAP Version 1	Town Council owned (deeds not seen)	None	
	Carroways noise bund	Buffer planting	nil	None given	OSAP Version 1	Land owned by developers (deeds not seen)	None	
	Maltings Lane	Buffer planting, tree planting and habitat creation	nil	None given	OSAP Version 1	Land owned by developers (deeds not seen)	None	
	To be identified	Tree planting on 19 planting areas identified by Witham Tree Group	nil	WTG Survey of 2014	Town Council	Unknown	None	
	Hatfield Road Estate, bund by railway	Create path and cycleway link to Stevens Rd	nil	None given	Town Council	Unknown	None	Added 2020
	Malting Estate. Gershwin Boulevard	Enable fishing in drainage water lagoon	nil	None given	Town Council	Unknown	None	Remove entry
	James Cooke Woods	Improve drainage in swampy area	nil	None given	Town Council	Unknown	None	Added 2020
	Maldon Road Sports Field (40466)	Provide pavilion/changing room. Renovate clubhouse. Install boundary fencing.	nil	None given	Town Council	Unknown	None	Added 2020
	Allectus Way past shops	Create footway/cycleway	nil	None given	Town Council	Unknown	None	Added 2020
Suggested new entry	Woodend Farm	To continue cycleway from Woodend Farm through to town aligning with the railway						
Suggested new entry	James Cooke Woods	Boardwalk in swampy area.						
Witham West	Land by Asda	Improve access to be made part of the River Walk. Renew surfacing and improve signage	Transfer land to Town Council ownership	None given	Town Council	BDC (appears part sold off)	Green spaces site location maps	
	Flora Road/Bramble Open Space	Additional litter bins away from play area. Landscape enhancements including natural play, play equipment, paths/cycleway, boundaries, tree planting and habitat creation. Signage, surfacing, planting, seating	nil	None given	OSAP Version 1	BDC ownership	None	
	Spa Road open space, including land south of Humber Road	Additional litter bins and seating away from play area. Landscape enhancements including play, paths/cycleway, boundaries, tree planting and habitat creation. Signage, surfacing, planting, seating	nil	None given	OSAP Version 1	BDC ownership	None	
	Highfields Road (South of Chelmer Rd)	Safety improvements, litter bins/dog bins and seating. Graffiti/vandalism/ASB problem	nil	None given	OSAP Version 1	BDC ownership	None	
	Powers Hall End amenity space, Flora Road	Improve access, litter bins/dog waste bins, seating	nil	None given	OSAP Version 1	BDC ownership	None	

	Powers Hall End/Rosebay Close	Access paths, planting and habitat creation	Cycle and disability parking	None given	OSAP Version 1	Land owned partly by BDC and partly by Greenfields	None	
	Land owned by Greenfields	Include cycleway from Spa Road to Blunts Hall Rd. More bins/dog bins and seating	nil	None given	OSAP Version 1	Greenfields Community Housing	None	
	Land to South and West of Pennyroyal Crescent	Planting, surfacing and bin/dog bins	nil	None given	OSAP Version 1	Greenfields Community Housing	None	
	Powers Hall End Playing Field	Boundary planting	nil	None given	OSAP Version 1	ECC owned land	None	
	Witham RUFC	Improve pitch drainage	nil	None given	Braintree Strategy and Action Plan for Playing Pitches	Currently Unknown	None	Query whether this is still a problem
	Witham Town Football Club (inc Spa Rd playing field)	Portable training lights on adjacent pitches and better on-site storage	nil	None given	Braintree Strategy and Action Plan for Playing Pitches	Currently Unknown	None	
	To be identified	Tree planting on 19 planting areas identified by Witham Tree Group	nil	WTG Survey of 2014	Town Council	Unknown	None	
	Woodland marsh rear of Honeysuckle Way	nil	Acquire for informal recreation/ River Walk	None given	Town Council	Unknown	None	Added 2020
	Spring Lodge to Bramble Rd	Tree planting, seating, bins	nil	None given	Town Council	Unknown	None	Added 2020
	Humber Road to ditch near football club	nil	Seating, bins, goalposts/similar	None given	Town Council	Unknown	None	Added 2020
	Douglas Grove, northwards to Humber Road	Tree planting, seat, bin	nil	None given	Town Council	Unknown	None	Added 2020
	Teign, and Ness Walk	Tree planting, seat, bin	nil	None given	Town Council	Unknown	None	Added 2020
Suggested new entry	Land by Asda	Larger or additional litter bins						
Suggested new entry	Honeysuckle Way	Seating						
Suggested new entry	Honeysuckle Way shop	Resurface car park						

## Allotments

	Location	No. of Plots	Waiting list	Improvements required	Record	Source	Ownership	Comments
<b>Witham North</b>	Forest Road frontage including allotments (North of Motts Lane & Cut Throat Lane)			Access, fencing, seating, signage, litter/dog waste bins and landscaping	none given	OSAP Version 1	BDC ownership	
	Cut Throat Lane Allotments (Site 1) CM8 2PX	85	12 (waiting for either site)	Installation of raised gardening beds for less physically able people and improvements to parking area	none given	BDC Parks & Open Spaces	BDC ownership	
	Cut Throat Lane Allotments (Site 2) CM8 2PX	25			none given	BDC Parks & Open Spaces	BDC ownership	
Suggested new entry	Cut Throat Lane Allotments		134 waiting in total	Improvements to communal paths				
<b>Witham South</b>	Witham			No known allotments - provision of allotments required				
<b>Witham West</b>	Witham			No known allotments - provision of allotments required				

Back to Agenda