



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

## AGENDA

Meeting of: **Environment Committee**

Date: **Monday 4<sup>th</sup> October 2021** 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	J.	Goodman	(Chairman)
		K.	Atwill	(Vice Chairman)
		J.	Bayford	
		S.	Hicks	
		A.	Kilmartin	
		C.	Lager	
		M.	Lager	
		C.	Livermore	
		S.	Rajeev	
		M.	Weeks	

### **1. APOLOGIES**

To receive apologies for absence.

### **2. MINUTES**

To receive the Minutes of the Meeting of the Environment Committee held 20<sup>th</sup> April 2021 (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 5).

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

To receive the committee income and expenditure report for the period 1<sup>st</sup> April 2021 to 31<sup>st</sup> July 2021 ([attached](#) at page 6)

**7. OPEN SPACES MANAGEMENT SUB-COMMITTEE MINUTES**

To receive the minutes from the Open Spaces Management Sub-Committee meeting held 11<sup>th</sup> August 2021 ([attached](#) at pages 7-9)

**8. WITHAM TREE GROUP MINUTES**

To receive the minutes from Witham Tree Group of July 2021 and August 2021 ([attached](#) at pages 10-13)

**9. CLIMATE AUDIT PANEL MINUTES**

To receive the minutes from the Climate Audit Panel meetings of 25<sup>th</sup> June 2021 and 13<sup>th</sup> September 2021 ([attached](#) at page 14-18)

**10. CLIMATE AUDIT RECOMMENDATIONS FOR ENVIRONMENT**

To consider the following recommendations of the Climate Audit Panel:-

- a) The Environment Committee explores how to work with developers for the creation of wildflower meadows on new estates.
- b) The Environment Committee considers the inclusion and installation of segregated recycling bins as part of the street furniture review
- c) The Town Centre Regeneration Steering Group to work in partnership with the Climate Audit Panel to produce a draft Witham Cycleway Strategy in consideration of the District Cycling Strategy

**11. HIGHWAYS DEVOLUTION SCHEME**

To receive an update on the scheme and seek Member's comments on suitable tasks

**12. RESIDENT ENQUIRY**

To receive correspondence from resident and discuss suitable action ([attached](#) at page 19)

**13. DRAFT BUDGET AND CORPORATE STRATEGY**

To consider the draft budget and Environment business plans for 2022/2023 ahead of the corporate strategy meeting of 2<sup>nd</sup> December 2021 ([attached](#) at page 20)

**14. STATION ADOPTION**

To receive a verbal update on the railway station adoption scheme.

**15. SNOW CLEARANCE POLICY**

To receive the amended Snow Clearance Policy ([attached](#) at page 23)



James Sheehy  
Town Clerk

HA/GK/27.9.2021



**Officer Report: Clerk's Report**

**Issue:**

- A surveyor has been instructed and is due to carry out an initial site inspection on 29<sup>th</sup> September 2021 on the River Walk near Ebenezer Close with regards to ongoing issues with springs causing excess surface water on footpaths.
- A meeting took place with Highways England on 23<sup>rd</sup> September 2021 to discuss the possible implications with the A12 widening would have on Whetmead Nature Reserve. The meeting was very beneficial and included a walk to Whetmead with ecologists and the landscape architect working on the project with suggestions for mitigation.
- Witham Tree Group plan to use this year's budget to replace around eight or nine trees that have failed on the green off Pasture Road with species that is believed should do better on that site. This will include replacing some of the protection cages as not all of them are fit to be reused.
- An application has been made to take part in Braintree District Council's community tree and bulb planting scheme as part of their Climate Change Strategy. Bulbs have been applied for to plant in the Closed Churchyard and tree whips to trial plant at Whetmead Nature Reserve.

**Advice:**

To receive and note.

[Back to Agenda](#)

28/09/2021		Witham Town Council Current Year					Page 1	
09:11		Detailed Income & Expenditure by Budget Heading 31/08/2021						
Month No: 5		Cost Centre Report						
	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR	
<b>Environment</b>								
Dog & Bench Sponsorship Scheme	1,210	1,650	440			73.3%		
Environment :- Income	<u>1,210</u>	<u>1,650</u>	<u>440</u>			<u>73.3%</u>	<u>0</u>	
Operations PAYE/LGPS	51,933	115,000	63,067		63,067	45.2%		
Equipment Supplies & Maintenance	320	4,000	3,680		3,680	8.0%		
Lighting Maintenance & Utility	1,052	2,500	1,448		1,448	42.1%		
Toilet Block - Town Park	90	7,550	7,560		7,560	1.2%		
New Tree Planting	0	2,000	2,000		2,000	0.0%		
Tree Maintenance	(3,850)	9,000	12,850		12,850	(42.8%)		
Dog Bin Maintenance	95	2,000	1,905		1,905	4.7%		
Dog & Bench Schemes	100	1,200	1,100		1,100	8.3%		
Fleet	2,397	4,000	1,603		1,603	59.9%		
Open Spaces General	850	1,500	650		650	56.7%		
James Cooke Wood	9	2,000	1,991		1,991	0.4%		
River Walk	754	3,000	2,246		2,246	25.1%		
Whetmead LNR	0	2,000	2,000		2,000	0.0%		
River Walk Extension	0	2,000	2,000		2,000	0.0%		
River Walk Improvements	3,780	3,000	(780)		(780)	126.0%		
Litter Bins	0	1,500	1,500		1,500	0.0%		
Bus Shelters	0	1,000	1,000		1,000	0.0%		
Witham In Bloom	6,234	12,200	5,966		5,966	51.1%		
Environment :- Indirect Expenditure	<u>63,764</u>	<u>175,550</u>	<u>111,786</u>	<u>0</u>	<u>111,786</u>	<u>36.3%</u>	<u>0</u>	
<b>Net Income over Expenditure</b>	<u>(62,554)</u>	<u>(173,900)</u>	<u>(111,346)</u>					
Grand Totals:- Income	1,210	1,650	440			73.3%		
Expenditure	63,764	175,550	111,786	0	111,786	36.3%		
<b>Net Income over Expenditure</b>	<u>(62,554)</u>	<u>(173,900)</u>	<u>(111,346)</u>					
<b>Movement to/(from) Gen Reserve</b>	<u>(62,554)</u>							

[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: **11<sup>th</sup> August 2021**

Present: Councillors

S	Hicks	(Chairman)
K	Atwill	
J	Goodman	
T	Pleasance	
S	Brailey	(Witham Tree Group)
B	Fleet	(Tree Warden)
J	Palombi	(CPRE)
H	Andrews	(Assistant Town Clerk)
S	Dyer	(Operations Manager)

### 1. APOLOGIES

Apologies were received from J Casement, A Chick, Natasha Heenan, Cllr C Lager, and P Shuttleworth.

### 2. APPOINTMENT OF CHAIRMAN

Councillor Steve Hicks was appointed as the Chairman of the Open Spaces Management Sub-Committee for 2021/2022

### 3. APPOINTMENT OF VICE-CHAIRMAN

Barry Fleet was appointed as the Vice-Chairman of the Open Spaces Management Sub-Committee.

### 4. MINUTES

The group discussed minute 41 of the 12<sup>th</sup> February 2020 Open Spaces Management Sub-Committee meeting. It was noted that Witham Tree Group had raised issues with Braintree District Council Planning Enforcement department regarding newly planted trees within the Lidl site development

which are now dead. Members also noted that Cllr Goodman has sent correspondence to Braintree District Councillor Gabrielle Spray in April 2021, with no response and a reminder was sent on 4<sup>th</sup> August regarding the removal of trees on the same site as part of the construction works for the Lidl store. It was suggested that Witham Town Council should also contact Braintree District Council regarding dead trees on the Lidl site.

The minutes were agreed and subsequently signed by the Chairman.

## **5. CLERK'S REPORT**

The Clerk advised the group that she had recently received the annual maintenance schedule from the Environment Agency and would circulate details to members.

The recent transfer of the River Walk to Witham Town Council was welcomed by Members as well as the clearance of the back channel. It was noted that the back channel will need regular maintenance to keep the entrance clear.

Discussion took place regarding the recent vandalism on the River Walk of the litter bin near the pond and duck sign in the same location.

## **6. OPERATION MANAGER'S REPORT**

The Operations Manager provided a verbal report. He confirmed that grass cutting and strimming was still being carried out and that this would usually have slowed down but the weather over the summer period has meant that cutting was still required.

He confirmed that the recent purchase of a working platform meant that his team are able to carry out tall hedge cutting rather than contracting out this work.

He advised the group that routine work continues at James Cooke Wood, Whetmead and the Closed Churchyard. The recently acquired allotments has also required initial maintenance following the transfer of the site to Witham Town Council. The Operations Team are also continuing to carry out some Highways Devolution work and with their current workload are near to maximum capacity.

It was noted that a Willow tree had recently fallen between the duck pond and the water gauging station. The tree has been reported to the Environment Agency as it is on their land.

The group mentioned the A12 widening and the implications this would have for Whetmead Nature Reserve. It was also noted that there is a hole on the River Walk near to Highfields Road bridge which would need permanently filling.

## **7. CLOSED CHURCHYARD MANAGEMENT PLAN**

The Clerk advised that a new Closed Churchyard Management Plan was a business item for the Environment Committee during 2021/2022 and that the current maintenance schedule held is out-dated.

A discussion took place regarding the War Graves Commission and Cllr Pleasance advised that he volunteers for them by assisting with surveys of their gravestones. The Commission are now very active and involved with cleaning and marking all the Commonwealth graves. It was suggested a half metre cut could be considered around each war grave. It was also suggested that a site plan map, with names of the commonwealth war graves could be installed onto the site in the future.



Grass cutting in the churchyard is currently twice a year but discussion took place regarding more frequent grass cutting. A balance is required for the plan between wildlife areas and keeping the site tidy. It was noted that the Operations Manager will review that current maintenance schedule and a new revised management plan will come back to the Sub-Committee for further review in the future.

#### **8. WILDFLOWER PLANTING**

The wildflower report was received and welcomed by the Sub-Committee and the suggested planting locations within it. It was noted that Yellow Rattle plant should be included in any planting carried out as it is semi-parasitic to grass and would aid successful wildflower planting.

Discussion took place regarding a carefully managed cutting regime to ensure successful wildflower planting. The locations were agreed for trial planting, and if workload allows, initial planting may take place in the Autumn. If larger areas of wildflower planting are proposed after trial planting has been carried out, a recommendation would need to be made to include the project as a business item for Environment Committee as part of the annual corporate strategy planning process.

#### **9. ANY OTHER BUSINESS**

It was noted that due to the passing of Brian Wilmer, there is no representative on the Sub-Committee from Witham & Countryside Society. It was agreed that Susan Black, the W&CS secretary should be invited to join the Sub-Committee.

A discussion took place regarding the Gimsons development as work on the site has now started. Queries to what plans were in place regarding the avoidance of building waste going into the river as the Gimsons site will be higher than the River Walk, and whether there will be a barrier from the development to prevent direct access on to the back channel. The Clerk advised that a Gimsons Review Group had recently been created and had their first meeting on 19<sup>th</sup> August. The working group will be ensuring that the developers adhere to all the planning requirements.

#### **10. DATE AND TIME OF NEXT MEETING**

Future meetings of the group will be Tuesday afternoons and the next meeting is confirmed as Tuesday 2<sup>nd</sup> November 2021.

Meeting concluded at 3.35pm

HA/25/08/2021

[Back to Agenda](#)

**Tree Group Minutes of Meeting held 14<sup>th</sup> July**

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

1 Apologies: Graham Wingrove

2 Minutes of 15th June accepted.

3 Matters arising - none.

4 Planning for 2021/22

a) Memorial Park - up to another 45 will be provided in respect of the World War II losses, with planting to be done in late October, with help from Bee Brook, possibly two days work. Barry suggested that a specific tree be planted in memory of the loss in Afghanistan [ Cpl Newell] and would try and find out if this would be appropriate;

b) Other sites - it was agreed that BDC could support the planting of another 25 trees along Spa Road near the playground, subject to a site visit; there was discussion about planting a further 70 trees for the Queen's Jubilee, perhaps an avenue in the field near the rail line, with Bee Brook help [ NB: Mark has some trees that could be included];

c) Luard Way - it was agreed that we would try and proceed with planting here to replace losses;

d) Pasture Road - the possibility of WTC funds to replace losses here was discussed again;

e) Eastlight latest - no news yet;

f) Memorial trees planned , for Paul Ryland, Mick Pywell and requested by Mrs D Brown [ Barry to contact her again];

g) Cemetery entrance road - Shaun agreed that BDC would replace the lost horse chestnut.

5 Developer plantings

a) Redrow - Shaun will remind the planning officer responsible of the need for Redrow to replace the dead trees soon under the 5 year requirement of the planning permission; we could contact directly to complain ! ;

b) Bellway - Shaun has a meeting shortly and will raise the matter of the 20% losses on the site;

c) Lidl - Shaun will look at the losses here and refer to planning enforcement.

6 Applications for works on trees in the conservation areas. There was a frank discussion about the problems here - the tree wardens make recommendations to the Town Council, who use these to make their recommendations to BDC, which appear to often be ignored, causing local frustration and annoyance. Shaun advised the following:

- a] Because of lack of officer time at BDC, cases are often referred to Essex CC for decision [ do they note local concerns ? ];
- b] the law protects the amenity of a tree rather than the tree itself;
- c] BDC can object to work via imposing a TPO but this involves a lot of legal work so deterred from doing so;
- d] we can refer issues directly to Shaun [ and he will look again at the cedars].

7 Signage for the Memorial Park - there will be a wooden sign at each end and an interpretation board in the middle. This could contain a reference to the Afghan War soldier.

8 Templars Residents Association - Allan, Eric, Stanley, Barry may be available for a meeting, Barry to go back them to try and arrange a date.

9 Finances - Eric has had to replace the tyres on the bowser [ £115.20 ]; as Eric will have less storage space from next year, Barry suggested we investigate having a storage site [ eg a spare Eastlight garage ? ]. Eric to investigate options [ & Allan to check with Mark Garnham of Eastlight ].

#### 10 Other issues

a] John Ray Walk to be surfaced near the whip plantings by ECC , presumably with Bellway funding. Shaun will check the route;  
Spa Road shops trees dieback - Stan will raise with Nicola Murphy of BDC.

11 Website - problem resolved by Jane.

12 AOB - none.

13 Next meeting - Tuesday, 17th August at Eric's, 7.00 pm.

## Tree Group Minutes of Meeting held 17<sup>th</sup> August 2021

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

1 Apologies - Ken Davies

2 Minutes of 14th July agreed.

3 Matters arising - re planning applications concerning trees, Barry has recommended to the Town Hall that they pass their comments/recommendations directly to the County Council in addition to recommending to BDC [ as BDC may pass the decision making to ECC].

4 Planning for 2021/22

a) Memorial Park - Barry had contacted the Royal British Legion regarding having a specific tree in memory of Cpl L Newell, who died in Afghanistan. RBL Secretary Bob Barker had contacted the family, who are thrilled at the prospect, so Barry will contact Shaun regarding this; Barry will also contact Aegon to ask if they are interested in helping plant; planting may need to start around 14th October to provide enough time before Remembrance Day;

b) Spa Road near playground - a sit visit has confirmed that there is plenty of room for a planting scheme of , say, 25 trees; Barry will advise Shaun;

c) Jubilee Wood - no further news, awaiting details from Shaun;

d) Luard Way - 2 trees to be funded from Heart of Witham donation [ NB: dead trees needed to be removed, who is to arrange this ?];

e) Pasture Road - 8/9 trees to be replaced here, possibly with field maples as less likely to fail;

f) Eastlight - Allan & Eric meeting on site tomorrow to discuss possible planting with Mark Garnham & residents; two more meetings may be necessary;

g) Memorial trees - [i] Paul Ryland, the Town Council are considering sites within the River Walk; Allan suggested that a tree at Spa Road could also be regarded as in his memory as this is within the ward he represented; [ii] Mick Pywell - a tree needs to be ordered, horse chestnut or sweet chestnut discussed; [iii] Mrs D Brown - she has confirmed that she will order two trees on behalf of herself and her family subject to confirmation of likely species. We will recommend liquidamber and maple 'Crimson King' , Barry to advise her;

h) Watering - we believe that we can water up to 150 trees in a session [ based on 5/6 people attending].

5 Developer plantings - no update;

6 Templars Residents Association - meeting not arranged yet, agreed Barry will go back to our contact asking for dates in September;

7 Storage site - Eric & Allan will discuss with Mark of Eastlight;

8 Finances - cheques in memory of Paul Ryland received; a bank transfer may also have been received; Barry had drafted a letter of thanks to be sent to Mrs Ryland, which Allan will try and put on our headed paper;

9 Other issues

a) John Ray Walk - no news yet on surfacing [ re proximity to new planting];

b) Spa Road shops trees dieback - Stan reported that the trees at the front had been tidied up, and that he is asking about the trees behind as they also need work;

10 Website - Richard will do a report on watering;

11 AOB

a) It was noted that the memorial sycamore behind Spring Lodge has suddenly looked sick - Eric will inspect it [ post meeting note : Jane has been watering it and this is a sudden change];

b) two of the Bramble Road acers that we planted on BDC's behalf have been killed by strimmer damage following the unfortunate removal of the protective cages [ so BDC will need to consider replacement];

c) Stan commented that the alders on the green near Asda are now growing well due to better protection; area off Bramble Road , cages damaged by mowers and an oak needs restaking; oaks have been planted on the mound near Faulkbourne Road though we don't know who by; poplar at Armond Road, post damage reported to WTC who dealt with it; Humber Road robinia , fungal damage reported to Eastlight; Humber Road, silver birch we planted has died;

d) Flora Road playground - Barry advised that of the 9 trees planted under the ' £45k project' , 8 are alive;

e) Tree deliveries from Barchams - probably 3 deliveries needed [ Memorial Park, WTC/Eastlight, Spa Rd.]

f) other tree replacements needed - 2+ in the Avenue, amelanchier in the Park.

12 Next meeting - 14th September at Eric's, 7.00 pm.

[Back to Agenda](#)

**MINUTES OF THE MEETING OF THE CLIMATE AUDIT PANEL AT WITHAM TOWN COUNCIL HELD 25<sup>TH</sup> JUNE 2021 AT 10:00AM IN THE COUNCIL CHAMBER.**

**PRESENT:** - Councillors C. Jay, S. Ager, S. Hicks.

**Staff:** J Sheehy - Town Clerk

**1. APPOINTMENT OF CHAIRMAN**

Councillor C. Jay was appointed as Chairman of the Climate Audit Panel.

**2. TERMS OF REFERENCE & GROUP REMIT**

Members reviewed the relevant Scheme of Delegation section and subsequently

**RECOMMENDED** that the Climate Audit Panel meeting frequency be increased from 2 to 4 per year, to be inserted into the standing meeting schedule.

**3. EXAMINATION OF BUSINESS PLANS**

Members performed an overview of existing business plans and identified the following objectives, tasks and recommendations in respect of each item:

**NEIGHBOURHOOD PLAN**

- **RECOMMENDED** the consideration of 20mph speed limits for all residential estates.
- **RECOMMENDED** that the signposting of all cycle networks be considered as part of the process.

**SCRUTINY OF PLANNING APPLICATIONS**

- **RECOMMENDED** that the Planning Applications & Transport Sub-Committee engage in a local planning policy debate and training exercise at an appropriate upcoming meeting and that such an item be considered as an annual exercise.
- **RECOMMENDED** that the Environment Committee explores how to work with developers for the creation of wildflower meadows on new estates.

**HIGHWAYS AND PARKING MATTERS**

- **AGREED** for the group to maintain legislative and regulatory updates concerning the introduction of electric scooters in Braintree District.
- **AGREED** to explore electric car charging capabilities across Town Council sites.

**CCTV**

- **RECOMMENDED** that the upcoming CCTV review report includes research on solar capabilities for existing CCTV equipment.

## YOUTH

- **RECOMMENDED** the Youth Working Group correspond with local schools to explore climate priorities with children.

## BUSINESS & GROUP ENGAGEMENT

- **AGREED** the panel would engage in a research exercise as to the solar capabilities and feasibility of group solar projects across Witham's industrial estates.

## ALLOTMENT MANAGEMENT

- **RECOMMENDED** the Community Committee review pesticides as part of setting its allotment management policies.
- **RECOMMENDED** the Community Committee explore the scope for installation of communal composting facilities at the recently repatriated Cut-Throat Lane Allotment site.

## IMPROVING HEALTHCARE FACILITIES IN WITHAM

- **AGREED** the panel would engage in a research exercise as to the solar capabilities and feasibility of group solar projects across Witham's industrial estates.

## REVIEW OF FLORAL DISPLAYS

- **AGREED** to include a researched section on the "National Gardening Scheme" in the upcoming "Witham In Bloom" report.
- **AGREED** to include a section on climate benefits and bee friendly plantings for any future Witham In Bloom scheme.

## PATH & CYCLEWAY PROGRAMME

- **RECOMMENDED** the Council engage a qualified consultant to advise on potential finishes and grades with an eco-friendly aspect, as part of the Path & Cycleway programme.

## REVIEW OF STREET FURNITURE

- **RECOMMENDED** the Environment Committee consider the inclusion and installation of segregated recycling bins as part of this review.

## BLACKWATER RAIL TRAIL

- **AGREED** an exercise could be commenced in engaging Essex County Council to improve biodiversity and wildflower growth along the Blackwater Rail Trail.

## WITHAM CYCLEWAY STRATEGY

- **RECOMMENDED** the Town Centre Regeneration Steering Group commences work in partnership with the Climate Audit Panel to produce a draft Witham

Cycleway Strategy in consideration of the District Cycling Strategy currently out to consultation.

## TOILETS

- **AGREED** the C.A.P would commence an audit of toilet facilities managed by the Town Council.

## STRATEGIC INVESTMENTS AND ACQUISITIONS

- **RECOMMENDED** to the Localism & Devolution Group that the acquisition of the Town Park, Maltings Lane sports pitches and War Memorial be elevated as priority climate items.

## REVIEW OF COMMUNICATIONS

- **RECOMMENDED** to Policy & Resources Committee that the review includes a section on the Council's climate change priorities.

There being no further business, the panel concluded at 12:18pm.

.....  
Councillor C Jay  
Chairman

JS 01.07.2021



**MINUTES OF THE MEETING OF THE CLIMATE AUDIT PANEL AT WITHAM TOWN COUNCIL HELD 13<sup>TH</sup> SEPTEMBER 2021, 10:00AM IN THE COUNCIL CHAMBER.**

**PRESENT:** - Councillors C. Jay, S. Ager, S. Hicks.

**Staff:**            J        Sheehy        -        Town Clerk  
                      H        Andrews      -        Assistant Town Clerk

**1. APOLOGIES FOR ABSENCE**

Apologies for late arrival were received from Councillor S. Hicks.

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**3. 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.

**4. RECOMMENDATIONS MADE TO DATE**

The panel reviewed recommendations made to date and discussed District Council priorities in respect of its draft climate change strategy and Horizon 120 construction project. The panel **AGREED** that a further policy and scrutiny exercise should take place at the next meeting to review principal authority commitments to climate change.

Members **AGREED** for Councillor S. Hicks to seek clarity on District Council policy via member-to-member interaction and report back to the next panel.

Members **AGREED** for Councillor S. Ager to review local Neighbourhood Plan documents for climate related sections and policy to report to the next panel.

Members **AGREED** for Councillor C. Jay to review request information from BDC and ECC on funding streams and grants available relating to climate initiatives.

Members discussed the scope for improving the Town Park public conveniences in ownership of the Town Council and considered that the impending business rates rebate could be used to improve the carbon footprint of the public toilets. Members **AGREED** to perform an audit of this asset for climate improvement potential, utilising Burnham-on-Crouch's "Indestructible Toilets" as an example.

**5. SOLAR CAPABILITIES ON WITHAM INDUSTRIAL ESTATE**

Members discussed the potential of solar capabilities for traffic lights, street furniture and CCTV and noted the difficulties in sourcing professional, technical advice for such items. It was subsequently considered that a priority list of items should be compiled by the panel for action.

**6. PANEL BUSINESS**

Members considered priority actions of the panel to take forward for delivery. It was suggested there could be scope for a community led event concerning climate change. Members discussed the Essex County Council initiative "Essex Library of Things" and

considered the scope for aligning Town Council awareness campaigns with District & County Council events, taking note of a recent “0 emissions” bus tour that had taken place.

Members **AGREED** that up to date material for signposting local citizens to various recycling services should be included in the next edition of The Voice in the format of a removable ‘scissor cut’ page to create a poster that can be retained.

It was further **AGREED** that a comprehensive list of recommendations be compiled by the panel for receipt by the Neighbourhood Plan Steering Group in order to enrol climate priority items into policy and content formulation at an early stage.

Members discussed the role of the Climate Audit Panel in respect of District & County functions and identified County Councillor Peter Schwier as the appointed ‘Climate Czar’. Members considered there may be scope to invite District & County Council members to future meetings to discuss policies.

It was further **AGREED** that the Council’s Youth Working Group should identify opportunities to work with schools on climate change subjects, with a proposal to create a mobile phone recycling, town-wide competition between all schools, with an award to be given to the most successful school. It was **AGREED** this proposal would be put to the Youth Working Group to deliver.

There being no further business, the panel concluded at 12:39pm.

.....  
Councillor C Jay  
Chairman

HA/20.9.2021

[Back to Agenda](#)



WILLIAM TOWN COUNCIL

AS RESIDENTS FOR MANY YEARS LIVING IN MALDON ROAD WE ARE VERY CONCERNED WITH THE DIFFICULTY IN HAVING GOOD VISION WHEN HELD BY TRAFFIC LIGHTS AT THE 'TR' JUNCTION INTO BLUE MILLS HILL.

THE LIGHTS ARE APPRECIATED BUT LARGE HORSE BOX VEHICLE PARKED WITH USUALLY OTHER VEHICLES SHOULD NOT IN OUR OPINION BE SITED OBSTRUCTING THE VISION AS THEY ARE WELL OVER THE NORMAL SITE LINE WITH PLANNING.

THE OTHER SITUATION WHICH CONCERNS US IS THE HOUSING OF MANY PERSONS IN TYPICAL CARAVAN STYLE HOMES BEHIND THE HOUSE. HAVING MADE ENQUIRIES WE HAVE BEEN INFORMED THAT THE UNITS ARE FOR OFFICE WORK. WHAT A JOKE.

PLEASE TAKE A VISIT TO 12A MALDON ROAD AND LOOK OVER THE FENCE AT THE REAR WE ARE SURE YOU WILL RESPECT OUR CONCERN

REGRETFULLY IT WOULD NOT BE IN OUR INTERESTS ADDING OUR NAMES

[Back to Agenda](#)

PROPOSED (DRAFT) ENVIRONMENT COMMITTEE BUDGET FOR 2022/2023				
Environment	2021/2022		2022/2023	
	Current Budget Inc/Exp		Proposed Bu Difference	
Dog & Bench Sponsorship Scher	<del>1650</del>		1650	
<b>Total Income</b>	<b>0</b>	<b>0</b>	<b>1650</b>	<b>1650</b>
<b>Operations - Salaries &amp; Empl</b>	<b>115000</b>		<b>126714</b>	<b>11714</b>
Equipment Supplies & Maintena	4000		4000	0
Dog & Bench Schemes	1200		1200	1200
Lighting Maintenance & Utility	2500		4000	1500
Tree Planting	2000		2000	0
Tree Maintenance	9000		9000	0
Toilet Block - Town Park	7650		7650	0
Dog Bin Maintenance	2000		600	-1400
Litter Bins	1500		1500	1500
<del>Bus Shelters</del>	<del>1000</del>		0	1000
Open Spaces General	1500		1500	0
<del>River Walk Extension</del>	<del>3000</del>		0	-3000
River Walk Improvements	3000		3000	0
James Cooke Wood	2000		2000	0
River Walk	3000		3000	0
Whetmead LNR	2000		2000	0
Witham in Bloom	12200		12200	0
Fleet	4000		4000	0
<b>New - Waste Disposal</b>			<b>1000</b>	<b>1000</b>
<b>Overhead Expenditur</b>	<b>176550</b>	<b>0</b>	<b>185364</b>	<b>8814</b>



## Environment Committee

### Overview of Delegated Responsibilities:

- Receive reports, recommendations and minutes from Task & Finish Groups, 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.

*"The Environment committee ensures that our natural landscape, green spaces and fresh air are preserved and enhanced for the benefit of all who call Witham home. At the very heart of its work is the continued management of Witham's Jewel in the Crown - The River Walk"*

*For the year 2021-2022, the committee will continue to take part in the Highways Devolution Pilot in partnership with Essex County Council. It will also be conducting another year of significant capital expenditure, with a major footway and cycle path-resurfacing programme commencing across all key Town Council managed sites. The committee will also be implementing comprehensive management plans for Whetmead Nature Reserve and the James Cooke Wood, to bring these under-utilised sites into the 21st century.*



*Councillor John Goodman  
Chairman of Environment Committee*

### Advisory Committees and Task & Finish Groups 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)*
- **Local Heritage List Working Group**  
*(Protection of key local assets of historical interest)*

**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.

**Objective:  
Review of Street Furniture**

The Committee will perform a fundamental asset review of all 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:  
All Saints Churchyard Plan**

A management plan will be created for the ongoing maintenance of the All Saints Closed Churchyard.

**Objective:  
Highways Devolution Pilot**

The Committee will continue to 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.

**Principle:  
Witham Cycleway Strategy**

The Committee will consider commencing a town wide Cycleway strategy and unilateral approach to enhancing the local cycling infrastructure.

**Objective:  
Management of Town Park WC's**

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 in addition to seeking 100% business relief rate from HM Government.

## Witham Town Council: Snow Clearance Policy

1. This policy relates to Witham Town Council's snow clearance procedures to be carried out by Witham Town Council's Operations Team.
2. In the event of snow that needs clearing, it was agreed that the following areas will be cleared by Witham Town Council's Operations Team following a suitable risk assessment –
3. **Town Hall** – The public pavement in front of the Town Hall is the responsibility of Essex County Council and any snow clearance and gritting should be left to them. Witham Town Council's Operations Team will clear, salt and grit the driveway leading from Newland Street to the Town Hall car park and a walkway leading to the side entrance of the building and kitchen. This should minimise the risk of slipping by staff and visitors to the Town Hall. It is not considered necessary to clear the whole car park.
4. **Bridges** – The Operations Team will be responsible for the four bridges along the River Walk.

The bridge near Laurence Avenue leading across the river to Maldon Road Park has high usage and is particularly hazardous as it is shaded by large trees.

Two bridges between Bridge Street and Guithavon Road which may be used by students of Maltings Academy.

One bridge near Bramble Road.

All four bridges will be cleared of snow, salted and gritted. The priority order will be the bridge near Laurence Avenue, followed by the bridge near Bramble Road and lastly the two bridges between Bridge Street and Guithavon Road.

**Updated:** 04/10/2021

**Review date:** --/--/----

POLICY NO: WTC/22 - ENVIRONMENT COMMITTEE

[Back to Agenda](#)