



Town Hall | 61 Newland Street | Witham | CM8 2FE
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AGENDA

WITHAM TOWN COUNCIL

Date: **Tuesday, 7th January 2025** Time: **7:30 p.m.**

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

Members are hereby summoned to attend the above Meeting to transact the following business. Members are respectfully reminded that each item on the Agenda should be carefully examined. If you have any interest, it must be duly declared.

To be present:

Councillors:

L. Barlow	(Town Mayor)	T. Hewitt
P. Heath	(Deputy Town Mayor)	J. Martin
E. Adelaja		R. Playle
P. Barlow		R. Ramage
J.C. Coleman		J. Robertson
J.M. Coleman		A. Sloma
B. Fleet		B. Taylor
L. Headley		E. Williams

Nikki Smith
Town Clerk
NS/GK/2.1.2025

1. APOLOGIES FOR ABSENCE

To receive and approve apologies for absence.

2. MINUTES

To receive the Minutes of the Meeting of Town Council held 25th November 2024 (previously circulated).

3. INTERESTS

To receive any declarations of interest that Members may wish to give notice of on matters pertaining to any item on this agenda.

4. QUESTIONS AND STATEMENTS FROM THE PUBLIC

An opportunity to enable members of the press and public present to comment.

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

5. EASTLIGHT COMMUNITY HOMES

Chris Ward, Estate Safety Manager, Eastlight Community Homes, will be attending the Meeting to discuss problems that had arisen last year with ground maintenance.

6. ESSEX COUNTY AND BRAINTREE DISTRICT COUNCIL UPDATE

To receive reports from Essex County and Braintree District Councillors on matters relating to Witham.

7. TOWN MAYOR'S ENGAGEMENTS

To receive details of the Town Mayor's engagements attended for period 21st November to 31st December 2024 attached at page 5.

8. TOWN CLERK'S REPORT

To receive the Town Clerk's report on matters arising attached at page 6.

9. CLIMATE AND NATURE BILL

To consider commenting on the Climate and Nature Bill attached at page 7.

10. WASTE AND RECYCLING

To note that the Cabinet at Braintree District Council has agreed to consult residents on the method for Waste and Recycling attached at page 15.

11. STRENGTHENING THE STANDARDS AND CONDUCT FRAMEWORK FOR LOCAL AUTHORITIES IN ENGLAND

To note the above Government consultation so councils can sustainably provide decent public services and shape local places, and elected representatives can be fully accountable to the public they serve. To view the consultation -

<https://www.gov.uk/government/consultations/strengthening-the-standards-and-conduct-framework-for-local-authorities-in-england/strengthening-the-standards-and-conduct->

[framework-for-local-authorities-in-england?fbclid=IwY2xjawHSTbdleHRuA2FibQIxMQABHVzL_EJNePvjEmvESIK-4IMbzVWFVxR4-YBcy03GzEmj9Lqb6wPoSfVsPQ_aem_6-cv-kKKBOXxT2Bs9vRtQ](https://www.gov.uk/framework-for-local-authorities-in-england?fbclid=IwY2xjawHSTbdleHRuA2FibQIxMQABHVzL_EJNePvjEmvESIK-4IMbzVWFVxR4-YBcy03GzEmj9Lqb6wPoSfVsPQ_aem_6-cv-kKKBOXxT2Bs9vRtQ)

12. DEVOLUTION

To consider forming a 'Devolution Working Group' to help the Council prepare for the possible Local Government reorganisation.

13. PRECEPT 2025 – 2026

To receive the Minutes of the Estimates Sub-Committee Meeting held 17th December 2024 attached at page 16 and the following recommendations –

RECOMMENDED TO TOWN COUNCIL That the attached budget for Admin and Central Services for 2025/2026 be accepted.

RECOMMENDED TO TOWN COUNCIL That the attached budget for the Community Committee for 2025/2026 be accepted.

RECOMMENDED TO TOWN COUNCIL That the attached budget for the Environment Committee for 2025/2026 be accepted.

RECOMMENDED TO TOWN COUNCIL That the attached budget for the Policy and Resources Committee for 2025/2026 be accepted.

RECOMMENDED TO TOWN COUNCIL That the attached budget for the Planning and Transport Committee for 2025/2026 be accepted.

RECOMMENDED TO TOWN COUNCIL That the attached budget for Maltings Lane for 2025/2026 be accepted.

RECOMMENDED TO TOWN COUNCIL That the attached reserve balances for 2025/2026 be accepted.

RECOMMENDED TO TOWN COUNCIL That the Precept for 2025/2026 of £1,041,265.74 be approved with a net increase in the Band D Property of £8.45 to £111.69.

14. COMMITTEE REPORTS

- (a) **Planning and Transport Committee held 25th November and 10th December 2024**
Minutes 171 to 198 (inclusive)

To receive a report of the Meetings.

- (b) **Policy and Resources Committee held 10th December 2024**
Minutes 60 to 68 (inclusive)

To receive a report of the Meeting.

15. EXCLUSION OF THE PRESS AND PUBLIC

At this point, the Chair will move the following resolution: Under the Public Bodies (Admissions to Meetings) Act 1960 S.1(2) and in accordance with Standing Order 3(d), the press and public should be excluded from the remainder of the meeting due to the confidential nature of the business to be transacted.

16. LAND TRANSFER

To receive a report attached at page 27.

17. MALTINGS LANE COMMUNITY CENTRE

To receive an update on the Maltings Lane Community Centre.

18. LOVE YOUR BUS GRANT FUND

To receive details from Essex County Council concerning grant funding for a new or improved bus service attached at page 28.

MAYORAL ENGAGEMENTS

Agenda Item 7

25th November 2024 to 2nd January 2025

- Thursday, 28th November** **MALTINGS ACADEMY LEADERSHIP DINNER**
Attended a dinner to highlight the school's efforts throughout the year
- NATIONAL TREE WEEK**
Planted a tree on behalf of the people of Witham to celebrate National Tree Week, demonstrating our commitment to caring for our natural environment.
- Saturday, 30th November** **CHRISTMAS FAYRE AND CAROL SERVICE**
Took part in a reading at the Carol Service and hosted a teddy tombola stall at the fayre, raising money for charities, HomeStart and KidsInspire.
- WITHAM CARNIVAL PRESENTATION EVENING**
Attended the presentation evening of the Braintree District and active Braintree awards 2024 at Malting Academy.
- Monday, 2nd December** **KIDS INSPIRE CHRISTMAS APPEAL**
Attended a Christmas Appeal wrapping presents and hampers for families across Essex.
- Wednesday, 4th November** **TORCHLIGHT PROCESSION AT HALSTEAD TOWN COUNCIL**
Attended a torchlight procession starting from the High Street Fountain to the Queens Hall, Chipping Hill alongside the Mayor of Halstead.
- Friday, 6th December** **WITHAM INDUSTRIAL WATCH MEETING**
Attended a meeting hosted by the Witham Industrial Watch.
- Thursday, 12th December** **CHAIRMAN OF BDC CHRISTMAS CELEBRATION**
Attended the Chairman of Braintree District Council, Lyn Walters, Christmas Celebration at the Braintree Town Hall.

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ITEM NO: 8

Officer Report: [Town Clerk's Report](#)

The following matters are for members to note:

North Essex Parking Partnership

The Joint Committee meeting due to be held on 14th November 2024 was postponed and the rearranged meeting date is 23rd January 2025 at 1pm at Epping Forest District Council Civic Offices, 323 High Street, Epping CM6 4BZ.

Mayor's Quiz Night

The Mayor's Quiz Night will be held at the Royal British Legion, Witham on Friday 17th January 2025 at 8pm. Tickets are £6 each and must be paid and reserved beforehand at the Information Centre.

Advice:

To receive and note.

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Climate and Nature Bill

[AS INTRODUCED]

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[AS INTRODUCED]

A

B I L L

TO

Require the United Kingdom to achieve climate and nature targets; to give the Secretary of State a duty to implement a strategy to achieve those targets; to establish a Climate and Nature Assembly to advise the Secretary of State in creating that strategy; to give duties to the Committee on Climate Change and the Joint Nature Conservation Committee regarding the strategy and targets; and for connected purposes.

BE IT ENACTED by the King’s most Excellent Majesty, by and with the advice and consent of the Lords Spiritual and Temporal, and Commons, in this present Parliament assembled, and by the authority of the same, as follows:—

1 Duty of the Secretary of State: climate and nature targets

- (1) The Secretary of State must achieve the objectives in subsection (2) (“the objectives”).
- (2) The objectives are to ensure that the United Kingdom—
 - (a) reduces its overall contribution to global greenhouse gas emissions to net zero at a rate consistent with—
 - (i) limiting the global mean temperature increase to 1.5 degrees Celsius compared to pre-industrial levels as defined by the Intergovernmental Panel on Climate Change; and
 - (ii) fulfilling its obligations and commitments under the UNFCCC and the Paris Agreement, taking into account the United Kingdom's and other countries' common but differentiated responsibilities, and respective capabilities, considering national circumstances;

(‘the climate target’); and
 - (b) halts and reverses its overall contribution to the degradation and loss of nature in the United Kingdom and overseas by—
 - (i) increasing the health, abundance, diversity and resilience of species, populations, habitats and ecosystems so that by 2030, and measured against a baseline of 2020, nature is visibly and measurably on the path of recovery;
 - (ii) fulfilling its obligations under the UNCBD and its protocols and the commitments set out in the Leaders’ Pledge for Nature

- and the Kunming-Montreal Global Biodiversity Framework;
and
- (iii) following the principle of common but differentiated responsibilities;
(‘the nature target’). 5
- (3) The Secretary of State may fulfil the duty in subsection (1) by acting on matters of devolved legislative competence, subject to section 5.

2 Duty of the Secretary of State: climate and nature strategy

- (1) The Secretary of State must, within 12 months of the passing of this Act, publish and lay before Parliament a strategy (‘the strategy’) to achieve the objectives specified in section 1. 10
- (2) The strategy must include annual interim targets consistent with the achievement of the objectives and the Secretary of State must take all reasonable steps to meet those annual interim targets.
- (3) The strategy must include measures that, subject to sections 3 and 4, will achieve the objectives specified in section 1 by – 15
- (a) limiting the United Kingdom’s total emissions of carbon dioxide to no more than its proportionate share of the remaining global carbon budget;
 - (b) reducing emissions of carbon dioxide in respect of imports to the United Kingdom, at the same percentage rate each year as the annual reduction of the United Kingdom’s emissions of carbon dioxide required pursuant to (a); 20
 - (c) reducing the United Kingdom’s emissions of greenhouse gases other than carbon dioxide at rates consistent with a proportionate United Kingdom contribution to limiting global heating to 1.5 degrees Celsius; 25
 - (d) ensuring the end of the exploration, extraction, export and import of fossil fuels by the United Kingdom as rapidly as possible;
 - (e) ensuring that steps taken under the strategy to mitigate emissions in the United Kingdom and overseas minimise damage to ecosystems, food and water availability, and human health, as far as possible; 30
 - (f) restoring and expanding natural ecosystems and enhancing the management of cultivated ecosystems, in the United Kingdom and overseas, to protect and enhance biodiversity, ecological processes, and ecosystem service provision; 35
 - (g) ensuring that all activities in the United Kingdom which affect the health, abundance, diversity and resilience of species, populations and ecosystems prioritise avoidance of the loss of nature, through adherence to the Mitigation and Conservation Hierarchy;
 - (h) taking every possible step to avoid, where avoidance is not possible, limit, and where limiting is not possible, restore, or otherwise offset, the adverse impacts in the United Kingdom and overseas on ecosystems and human health of – 40
 - (i) United Kingdom-generated production and consumption of goods and services, and 45

- (ii) all related trade, transport and financing including impacts from the extraction of raw materials, deforestation, land and water degradation, pollution and waste production.
- (4) With respect to subsection (3)(a), (b) and (c), measures in the strategy must seek to achieve the objectives by reducing the United Kingdom's gross greenhouse gas emissions, and those in respect of imports to the United Kingdom, as far and as rapidly as possible. 5
- (5) The strategy must—
- (a) in the opinion of the Secretary of State, be projected to have an overall positive impact on— 10
- (i) local communities with a high deprivation rating according to Government deprivation indices;
- (ii) young people; and
- (iii) people with protected characteristics under section 4 of the Equality Act 2010; 15
- (b) set out how the requirements under paragraph (a) have been met; and
- (c) include financial support and retraining for people whose livelihoods and jobs will be affected by the proposed measures—including those measures that require transitioning out of industries characterised by high emissions and high impacts on ecosystems. 20
- (6) The strategy may include measures in areas of devolved legislative competence subject to section 5.

3 Public involvement

- (1) The Secretary of State must, within three months of the passing of this Act, procure, by open tender, an expert independent body to establish a Climate and Nature Assembly ('the Assembly') comprising a representative sample of the United Kingdom population. 25
- (2) The body appointed pursuant to subsection (1) must secure the establishment of the Assembly within three months of appointment.
- (3) The Assembly must consider relevant expert advice and publish its recommendations for measures to be included in the strategy. 30
- (4) Working together, the Committee on Climate Change (CCC) and the Joint Nature Conservation Committee (JNCC) must—
- (a) review the Assembly's recommendations under subsection (3) and relevant expert advice; and 35
- (b) publish a joint proposal for measures to be included in the strategy, including all recommendations by the Assembly that have the support of 66% or more of its members unless, in the opinion of either the CCC or the JNCC, there are exceptional and compelling reasons, which must be stated, not to implement those recommendations. 40
- (5) The Secretary of State must include in the strategy all recommendations by the Assembly that have the support of 66% or more of its members, where those recommendations are also jointly proposed by the CCC and the JNCC.

- (6) Subsection (5) does not apply where, in the opinion of the Secretary of State, there are exceptional and compelling reasons, which must be stated in the strategy, not to implement those recommendations.

4 Duties of the Committee on Climate Change and the Joint Nature Conservation Committee

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- (1) The CCC and the JNCC must—
- (a) evaluate, monitor and report annually on the implementation of the strategy and on the achievement of the interim targets;
 - (b) undertake the duties referred to in sections 3 and 6.
- (2) The CCC must recommend annual emissions budgets for each greenhouse gas for the United Kingdom, Scotland, Wales and Northern Ireland with a view to the requirements of section 2 being met.

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5 Approval by devolved legislatures

- (1) The targets in section 1 apply to matters of devolved legislative competence if the condition in subsection (2) is met.

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- (2) That condition is—

- (a) in relation to Scotland, that the Scottish Parliament has passed a motion of the form “That this Parliament agrees to the climate and nature targets in section 1 of the Climate and Nature Act 2024”;
- (b) in relation to Wales, that Senedd Cymru has passed a motion of the form “That the Senedd agrees to the climate and nature targets in section 1 of the Climate and Nature Act 2024”;
- (c) in relation to Northern Ireland, that the Northern Ireland Assembly has passed a motion of the form “That this Assembly agrees to the climate and nature targets in section 1 of the Climate and Nature Act 2024”.

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- (3) The strategy under subsection (2) may include measures in areas of devolved legislative competence if the condition in subsection (4) is met.

- (4) That condition is—

- (a) in relation to matters within the legislative competence of the Scottish Parliament, that the Scottish Parliament has passed a motion of the form “That this Parliament agrees to the measures in the Climate and Nature Strategy”;
- (b) in relation to matters within the legislative competence of Senedd Cymru, that Senedd Cymru has passed a motion of the form “That this Senedd agrees to the measures in the Climate and Nature Strategy”; and
- (c) in relation to matters within the legislative competence of the Northern Ireland Assembly, that the Assembly has passed a motion of the form “That this Assembly agrees to the measures in the Climate and Nature Strategy”.

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6 Acceptance and implementation of the strategy and any revisions

- (1) The Secretary of State must lay the strategy before the House of Commons.
- (2) A Minister of the Crown must move a motion for resolution of the House of Commons of the form in subsection (3).
- (3) The form of the motion is “That this House approves the Climate and Nature Strategy, laid before this House on [date]”. 5
- (4) The Secretary of State must implement the strategy, including—
- (a) any amendments made to the strategy in accordance with the resolution of the House of Commons under subsection (2);
 - (b) any revisions made under subsection (6). 10
- (5) The Secretary of State must report annually to Parliament on the implementation of the strategy or any revisions thereto; and on progress towards achieving the objectives and interim targets under sections 1 and 2.
- (6) If, at any time, in the opinion of the Secretary of State, the CCC or the JNCC based on up-to-date scientific evidence, or of the House of Commons expressed by resolution, the measures in the strategy or the interim targets are unlikely to achieve the objectives, the Secretary of State must revise the strategy, or make a statement to the House of Commons explaining why a revision is not necessary. 15
- (7) Whenever the strategy is revised under subsection (6), the provisions of subsections (4) and (5) apply. 20

7 Financial provisions

There is to be paid out of money provided by Parliament –

- (a) *any expenditure incurred under or by virtue of this Act; and*
- (b) *any increase attributable to this Act in the sums payable under any other Act out of money so provided.* 25

8 Interpretation

- (1) In this Act—
- “the United Kingdom’s total emissions of carbon dioxide” means—
 - (a) all territorial emissions of carbon dioxide from the United Kingdom, and 30
 - (b) all emissions of carbon dioxide generated by the United Kingdom’s share of international aviation and shipping, emitted between 2020 and 2050;
 - “emissions of carbon dioxide in respect of imports to the United Kingdom” means emissions of carbon dioxide generated outside the United Kingdom by the production of goods that are imported to the United Kingdom, and by the provision of services overseas that are received in the United Kingdom; 35
 - “remaining global carbon budget” means 400 billion tonnes of carbon dioxide; 40

- “proportionate share of the remaining global carbon budget” means the share of the remaining global carbon budget in proportion to the United Kingdom’s share of the global population, averaged over the period 2020 to 2050, using United Kingdom forecast population data from the Office for National Statistics and global forecast population data from Shared Socioeconomic Pathway 1; 5
- “greenhouse gas” has the same meaning as in section 92 of the Climate Change Act 2008;
- “UNFCCC” means the United Nations Framework Convention on Climate Change which entered into force on 21 March 1994, and all subsequent agreements and protocols arising from it; 10
- “the Paris Agreement” means the agreement within the United Nations Framework Convention on Climate Change adopted on 12 December 2015;
- “nature” includes – 15
- (a) the abundance, diversity and distribution of animal, plant, fungal and microbial life,
 - (b) the extent and condition of habitats, and
 - (c) the health and integrity of ecosystems;
- “ecosystems” includes natural and managed ecosystems and the air, soils, water and abundance and diversity of organisms of which they are composed; 20
- “UNCBD and its protocols” means the United Nations Convention on Biological Diversity, which entered into force on 29 December 1993, and all subsequent agreements and protocols arising from it; 25
- “the Leaders’ Pledge for Nature” means the agreement of the United Nations Summit on Biodiversity of 28 September 2020;
- “the Kunming-Montreal Global Biodiversity Framework” means the framework adopted by the decision of the Conference of the Parties to the Convention on Biological Diversity in Montreal on 19 December 2022; and 30
- “the Mitigation and Conservation Hierarchy” means the hierarchy adopted by resolution 58 of the World Conservation Congress at the International Union for Conservation of Nature from 1 to 10 September 2016. 35

9 Extent, commencement and short title

- (1) This Act extends to England and Wales, Scotland, and Northern Ireland.
- (2) This Act comes into force on the day on which it is passed.
- (3) This Act may be cited as the Climate and Nature Act 2024.

Climate and Nature Bill

[AS INTRODUCED]

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B I L L

TO

Require the United Kingdom to achieve climate and nature targets; to give the Secretary of State a duty to implement a strategy to achieve those targets; to establish a Climate and Nature Assembly to advise the Secretary of State in creating that strategy; to give duties to the Committee on Climate Change and the Joint Nature Conservation Committee regarding the strategy and targets; and for connected purposes.

*Presented by Alex Sobel
supported by Caroline Lucas, Ed Davey,
Colum Eastwood, Brendan O'Hara, Olivia Blake,
Sir Peter Bottomley, Daisy Cooper, Clive Lewis,
Stephen Farry, Alison Thewliss and Derek Thomas.*

Ordered, by The House of Commons, to be
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Agenda Item 10

Preferred Method for Waste and Recycling



Considered by Braintree District Council Cabinet at its Meeting on 16th December 2024 and an eight week consultation starting on 6th January 2025.

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MINUTES

Meeting of: **Estimates Sub-Committee**

Date: **Tuesday 17th December 2024**

Present: Councillors P. Barlow (Chairman)
L. Barlow
B. Fleet
P. Heath

Also in attendance: Councillor J.C. Coleman

N. Smith (Town Clerk)
H. Andrews (Deputy Town Clerk)

1. **APOLOGIES**

Apologies were received from Cllrs Adelaja and Martin.

RESOLVED That the apologies be received approved.

2. **INTERESTS**

There were no declarations of interest.

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

There was no member of the press or public present.

4. **COMMITTEE BUDGETS**

(a) Summary Sheet

The proposed summary sheet showing each Committee budget line was noted by Members who agreed to discuss each in turn.

(b) Admin & Central Services

The recommended Administration and Central Services Budget for 2025/2026 was received. It was noted that income received from hall hire had increased in recent years, maximising revenue at the Town Hall, and will continue to increase with regular bookings. It was noted that many of the budget lines attracted no increases for next year demonstrating that the Council would absorb any inflation related costs in the period with some modest reductions in 2 budget lines."

Some increases had been included for gas and electricity rises, and the legal budget line had been increased to take into account expected legal fees relating to the Maltings Lane Community Centre transfer. The Clerk noted that the fuel increases had been difficult to estimate as both would be effectively new contracts and suppliers were not readily engaging at this stage.

RECOMMENDED TO TOWN COUNCIL That the attached budget for Admin & Central Services for 2025/2026 be accepted.

(c) Community Committee

The recommended Community Committee Budget for 2025/2026 was received.

Members discussed how successful the Town Council events are and noted that it has been recommended that an Arts Council grant application be made for further income towards the Street Entertainment festival.

It was noted that the events budget lines were not strictly like-for-like comparisons although the overall costs were broadly comparable year on year. It was suggested that the VE and VJ budget lines be separated from the Music event to enable discussions between RBL and RAFA to provide input. If Full Town Council approved the overall budget the Community Committee would ultimately resolve how the budgets would be allocated.

RESOLVED That adjustments be made to include the VE and VJ events as separate budget lines with the Music event as a stand-alone.

RECOMMENDED TO TOWN COUNCIL That the attached amended budget for the Community Committee for 2025/2026 be accepted.

(d) Environment Committee

The recommended Environment Committee Budget for 2025/2026 was received.

It was noted that the most significant increase was for the lighting and maintenance budget line as a new contract is required for unmetered electrical supply of council streetlights which also incorporates CCTV cameras. It was suggested that solar powering the streetlights could be explored and exploring grants to fund these.

Members discussed that most budget lines had remained the same and had not increased with inflation.

RECOMMENDED TO TOWN COUNCIL That the attached budget for the Environment Committee for 2025/2026 be accepted.

(e) Policy & Resources Committee

The recommended Policy and Resources Committee Budget for 2025/2026 was received.

It was noted that the budget line for interest received had remained the same. Although interest received from the CCLA and Unity savings account had increased during 2024/25, interest rates are predicted to be cut in the next financial year. Two budget line increases were proposed for surveys and newsletter as described in the report.

RECOMMENDED TO TOWN COUNCIL That the attached budget for the Policy and Resources Committee for 2025/2026 be accepted.

(f) Planning & Transport Committee

The recommended Planning and Transport Committee Budget for 2025/2026 was received.

The speed reduction budget line has been greatly reduced due to Essex Police purchasing the Tru Cam device that had previously been budgeted for. It was highlighted this was a genuine substantial saving with no assessed adverse effect.

RECOMMENDED TO TOWN COUNCIL That the attached budget for the Planning and Transport Committee for 2025/2026 be accepted.

(g) Maltings Lane

A new budget line was included for the Maltings Lane Community Centre, as completion is forecast by the District Council to January 2026. Therefore, three months' income and expenditures have been estimated based on the best available data.

RECOMMENDED TO TOWN COUNCIL That the attached budget for Maltings Lane for 2025/2026 be accepted.

5. **RESERVE BALANCES**

The proposed Earmarked Reserves for 2025/2026 were received.

Members discussed the River Walk Cycleways reserve and agreed it could be reduced to £25,000, as Section 106 funding would be available.

It was noted that the increase to the Town Hall Development reserve line was for the improvements required to the Open Spaces team's accommodation. The Acquisitions/Maltings Lane EMR had been adjusted as it was expected that there would be increased legal costs payable this financial year.

The Town Clerk advised that the Charter Market control account had been increased as negotiations were still taking place with the leaseholder. It was also noted that the Highways Devolution reserve was likely to be used on replacement bus shelters near the railway station and anticipated costs for this were awaited.

RESOLVED That the River Walk Cycleways reserve be adjusted to £25,000 and Acquisitions/Maltings Lane to be adjusted to £50,000.

RECOMMENDED TO TOWN COUNCIL That the attached reserve balances for 2025/2026 be accepted.

6. PRECEPT

The Precept Calculations based on the discussed budgets for 2025/2026 were received.

Members considered that they were satisfied with the proposed increase of £8.45 on a Band D property and agreed to recommend the proposed budget for 2025/2026 to the Full Town Council. This equates to a 16p/week increase on Band D to a total of £2.15/week

RECOMMENDATION TO TOWN COUNCIL That the Precept for 2025/2026 of £1,041,265.74 be approved with a net increase in the Band D Property of £8.45 to £111.69.

There being no further business the Chairman closed the meeting at 8.43pm

Councillor Phil Barlow
Chairman

HA/NS/18.12.2024

PROPOSED CENTRAL SERVICES BUDGET FOR 2025/2026

	2024/2025		2025/2026		
	Current Budget	Forecast Inc/Exp	Proposed Budget	Difference	
Sundry Receipts	500	28000	500	0	
Hall Hire	18000	19379	24000	6000	<i>increase in bookings</i>
	-				
Total Income	18500	47379	24500	6000	
Admin - Salaries & NI & LGPS	298826	298826	315767	16941	
Travel Expenses	500	624	500	0	
Town Hall	35000	32000	35000	0	
Gas	10000	10000	12000	2000	<i>Negotiating new contract but expected to be higher</i>
Electricity	6700	6806	9000	2300	<i>Contract due to expire in 2025</i>
Photocopying	3000	2900	3000	0	
Postage	500	500	500	0	
Stationery	1500	1000	1000	-500	<i>Decrease in stationery requirement</i>
Office Equipment	3500	2500	3500	0	
Telephones	2000	2000	2200	200	
Insurance	12500	12393	14000	1500	<i>Annual increase</i>
Sundry Expenses	1500	1000	1500	0	
Audit & Legal	10000	14000	14000	4000	<i>Increase in fees due to land transfers</i>
Affiliation Fees	5000	4500	7500	2500	<i>Investors in People reaccrditation due</i>
Members - Conferencing/Training	2000	1000	1000	-1000	<i>Members not utilising budget</i>
Staff -Conferencing/Training	6500	6500	6500	0	
Payroll Charges	1200	1200	1400	200	<i>Company increased charges</i>
Petty Cash	700	700	700	0	
IT	4600	4600	4600	0	
Charges	520	719	700	180	<i>increase in cash banking charges</i>
Overhead Expenditure	406046	403768	434367	28321	

PROPOSED COMMUNITY COMMITTEE BUDGET FOR 2025/2026				
Community	2024/2025		2025/2026	
	Current Budget	Forecast Inc/Exp	Proposed Budget	Difference
Information Sales Income	75000	75000	65000	-10000 <i>Adventure Island tickets withdrawn</i>
Witham Festival Income	1500	1725	1500	0
Music Event	1500	695	1500	0 <i>Projected income from bar/food stalls</i>
Dog Show	500	1298	1000	500 <i>Projected income from bar/food stalls</i>
Witham Pride			500	<i>Projected income from bar/food stalls</i>
Teddy Bear's Picnic	50	80	50	0
Christmas Events	1500	3000	1500	0 <i>Projected income from bar/food stalls</i>
Total Income	80050	81798	71050	-9000
Community Team - Salaries, NI & LGPS	87505	65000	84728	-2777 <i>Streetwarden included(balance to come from EMR)</i>
Town Clock	1500	0	1500	0 <i>Service due</i>
Christmas Decorations	10600	10600	13000	2400 <i>Long term contract expires Jan 2025</i>
Information Centre Stock	65000	65000	55000	-10000 <i>Adventure Island tickets withdrawn</i>
Information Centre & Administration	3000	2700	3000	0
Community Grant Aid	15000	15000	12000	-3000
Carnival Grant	0		8000	8000 <i>Committee ringfenced grant</i>
Citizens Advice	10000	10000	10000	0
CCTV	13000	14000	14000	1000 <i>New camera warranty ended</i>
Community Safety	1500	1500	1500	0
Community Special Constables Expenses	5000	4500	5000	0
Witham Train Memorial			500	500 <i>New event</i>
Community Special Constable Recruitment	1000	800	1000	0
Other Community Support	1500	1500	1500	0
Witham Dog Show		2446	2500	2500 <i>Summer event line split</i>
Witham Street Entertainment Festival		28857	23000	23000 <i>Summer event line split</i>
Witham Summer Events	25500			-25500 <i>Summer event line split</i>
Pride			5000	5000
Remembrance	1000	900	1000	0
D-Day Event	2500	1756	0	-2500
Twinning	2000	525	500	-1500
Halloween Event	2200	2200	2200	0
Music Event	10000	10458	10000	0
VE Day			2000	2000
VJ Day			500	500
Christmas Events & Tree	4000	4000	4500	500 <i>Increase in size of event</i>
Easter Quest	1650	260	1650	0
New Events & Events Improvement	1500	1500	1500	0
Silver Cinema	300	320	300	0
Overhead Expenditure	265255	243822	265378	123

PROPOSED ENVIRONMENT COMMITTEE BUDGET FOR 2025/2026

Environment	2024/2025		Proposed Budget	Difference	2025/2026
	Current Budget	Forecast Inc/Exp			
Dog & Bench Sponsorship Scheme	1650	2360	1650		
Total Income	1650	2360	1650	0	
Operations - Salaries & N.I & LGPS	190313	186142	200308	9995	
Equipment Supplies & Maintenance	8400	8400	8400	0	<i>Increase in cost of equipment</i>
Dog & Bench Schemes	1200	1157	1200	0	
Lighting Maintenance & Utility	6000	7000	17000	11000	<i>UMS contract due for renewal</i>
Tree Planting	3000	3000	3000	0	
Tree Maintenance	5000	5000	5000	0	
Toilet Block - Town Park	12000	12000	13000	1000	
Dog Bin Maintenance	600	200	600	0	
Litter Bins	1000	1000	1000	0	
Open Spaces General	2500	2500	2500	0	
River Walk Signage	2000	1200	2000	0	
James Cooke Wood	2000	1800	2000	0	
River Walk	3000	13673	7000	4000	<i>Need extra survey mid-way through management plan</i>
Whetmead LNR	2000	1500	2000	0	
Witham in Bloom	14000	14994	14000	0	
Fleet	6000	6000	6500	500	<i>Vans increasing in age</i>
Waste Disposal	1000	700	1000	0	
Overhead Expenditure	260013	266266	286508	26495	

PROPOSED POLICY & RESOURCES BUDGET FOR 2025/2026

Policy & Resources	2024/2025		Proposed Budget	2025/2026	
	Current Budget	Forecast Inc/Exp		Difference	
		-		0	
Interest Received	14000	16949	14000	0	
Total Income	14000	16949	14000	0	
Civic Receptions	2500	2500	2500	0	
Instructions & Reports	8000	8000	8000	0	
Christmas Expenses	3000	3000	3000	0	
Mayor's Allowance	2000	2171	2237	237	<i>Change to Employer NI</i>
Member's Grant Scheme	8000	8000	8000	0	
Civic Gesture	500	500	500	0	
Surveys & Consultations	1000	1000	2000	1000	<i>Large S106 which will require consultations Increase due to possible increase in delivery costs</i>
Newsletter & Publications	13125	13125	14000	875	
Members Allowance Communications & Exhibitions	7000	7000	7000	0	<i>Mayor & co-opted cannot claim</i>
	1500	1500	1500	0	
Overhead Expenditure	46625	46796	48737	2112	

PROPOSED PLANNING & TRANSPORT BUDGET FOR 2025/2026

	2024/2025		2025/2026		
	Current Budget	Forecast Inc/Exp	Proposed Budget	Difference	
<i>No income line</i>	0				
Neighbourhood Plan	2000	1000	0	-2000	<i>Use EMR</i>
Speed Reduction	12000	6000	5000	-7000	<i>Police purchased Tru-cam</i>
Overhead Expenditure	14000	7000	5000	-9000	

PROPOSED MALTINGS LANE BUDGET FOR 2025/2026

	2024/2025		2025/2026	
	Current Budget	Forecast Inc/Exp	Proposed Budget	Difference
Maltings Lane				0
Hall Bookings			7500	7500
Total Income			7500	7500
Insurance			1000	1000
Lift Servicing			0	0
IT			400	400
Building Maintenance			2000	2000
Gas			3000	3000
Electricity			3500	3500
Water			2000	2000
Maltings LGPS			8115.74	8115.74
Telephone			250	250
Waste			700	700
Licences			800	800
Petty Cash			200	200
Overhead Expenditure	0	0	21965.74	21965.74

Proposed Earmarked Reserves 2025/2026 including event balances and grants held.*(See bottom of sheet for summary balances with & without precept calculation. Must be used in conjunction with BGTS sheet)*

Reserve Type	Reserve Heading	Current Reserve Level (30/11/2024)	Anticipated Closing Balance 31st March 2025	Proposed allocations/revocations (precept calculation)	Proposed Opening Balance 1st April 2025	Notes
EMR	Street Lighting Sinking Fund	£ 6,000.00	£ 6,000.00	£ 2,000.00	£ 8,000.00	Increase in anticipation of replacement lamp posts
EMR	Riverwalk Cycleways	£ 40,000.00	£ 40,000.00	-£ 15,000.00	£ 25,000.00	S106 funding available
EMR	Community Safety /CCTV	£ 30,000.00	£ 30,000.00		£ 30,000.00	
EMR	Tree Maintenance	£ 7,267.50	£ 3,267.50	£ 4,000.00	£ 7,267.50	
EMR	Equipment Replacement	£ 10,000.00	£ 10,000.00	£ 10,000.00	£ 20,000.00	Equipment aging
EMR	Fleet		£ -	£ 2,000.00	£ 2,000.00	
EMR	Neighbourhood Plan	£ 6,000.00	£ 6,000.00	£ -	£ 6,000.00	
EMR	Major Repairs & Renewals	£ 21,990.00	£ 21,990.00	£ 8,010.00	£ 30,000.00	
EMR	Acquisitions/Maltings Lane	£ 20,000.00	£ 11,000.00	£ 39,000.00	£ 50,000.00	
EMR	Election Expenses	£ 7,000.00	£ -	£ 9,000.00	£ 9,000.00	Increase each year in preparation for elections
EMR	Town Hall Development	£ 20,000.00	£ 20,000.00	£ 30,000.00	£ 50,000.00	
EMR	Land Improvement	£ 40,000.00	£ 40,000.00	£ -	£ 40,000.00	
EMR	JC Wood Improvement Plan	£ 10,000.00	£ 5,000.00		£ 5,000.00	
Control	Events- Control Account	£ 9,844.07	£ 4,891.00		£ 4,891.00	Control account for events
Control	Allotment Control Account	£ 12,030.81	£ 12,030.81		£ 12,030.81	Control account for allotment charges only
Control	Charter Market Control Account	£ 1,353.00		£ 9,000.00	£ 10,353.00	
BALANCE	Safer Streets	£ 55,158.00	£ 26,245.00		£ 26,245.00	Ring Fenced Grant
BALANCE	Highways Devolution	£ 27,772.00	£ 27,772.00	£ -	£ 27,772.00	Ring Fenced Grant

TOTAL PROPOSED ALLOCATIONS/REVOCATIONS (PRECEPT REQUIREMENT)	£ 98,010.00
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GENERAL RESERVE SUPPLEMENT:

1

SUMMARY AUTOMATIC PRECEPT CALCULATION

Designed by Witham Town Council for transparent Local Government Budgeting

2025/2026

	INCOME		EXPENDITURE	
CENTRAL SERVICES*	£	24,500.00	£	434,367.00
ENVIRONMENT	£	1,650.00	£	286,508.00
COMMUNITY	£	71,050.00	£	265,378.00
POLICY & RESOURCES	£	14,000.00	£	48,737.00
PLANNING & TRANSPORT	£	-	£	5,000.00
MALTINGS LANE	£	7,500.00	£	21,965.74
TOTALS:	£	118,700.00	£	1,061,955.74

**For accounting purposes, Central Service costs are split across committees 40/40/20 respectively excluding planning committee.*

2

Total Anticipated Operational Expenditure: £ 1,061,955.74
 Less Anticipated Operational Income: -£ 118,700.00
Balanced (Net) Operational Expenditure: £ 943,255.74

Confirmed Revenue Support & Central Government Funding £ -
Total Other Revenue: £0

Net allocations to Earmarked Reserves (EMRs): £ 98,010.00

Net operational expenditure less other revenue/EMRs: £ 1,041,265.74

2024/2025 Precept levied: £ 942,473.57

PROPOSED 2025/2026 PRECEPT: (BALANCING FIGURE) £ 1,041,265.74

Proposed Difference: £ 98,792.17

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2024/2025 TAX BASE
9128.85

2025/2026 TAX BASE
9322.93

2024/2025 BAND D:
£103.24

2025/2026 BAND D:
£111.69

NET Increase in Band D Property: £8.45

Proposed gross percentage increase/decrease (%): 8.18

Proposed weekly Band D Property charge (over 52 weeks): £2.15

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