



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

AGENDA

Meeting of: **Environment Committee**

Date: **Monday, 16th September 2019** 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	T.A.	Pleasance	(Chairman)
		J.C.	Goodman	(Vice Chairman)
	Mrs	S.	Ager	
		J.C.	Bayford	
		S.E.	Hicks	
	Miss	C.	Jay	
	Mrs	A.	Kilmartin	
		M.C.M.	Lager	
	Mrs	S.C.	Lager	
		C.S.	Livermore	
		R.P.	Ramage	
	Miss	M.L.	Weeks	

1. APOLOGIES

To receive apologies for absence.

2. MINUTES

To receive the Minutes of the Meeting of the Environment Committee held 23rd July 2019 (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.

5. REPORT(S) FROM COUNTY COUNCILLORS

To receive report(s) from County Councillors.

6. TOWN CLERK'S REPORT

To receive the Town Clerk's Report ([attached](#) at page 4).

7. ENVIRONMENT BUDGET

To receive details of the Environment Budget ([attached](#) at page 5).

8. HIGHWAYS REPORT

To receive the updated Highways Report ([attached](#) at page 6).

9. CONRAD ROAD – SPEEDING

To receive an update from Councillors S.E. Hicks and Miss M. Weeks regarding the 20's Plenty Campaign (letter from Michael Wood, Headteacher, Elm Hall School [attached](#) at page 7).

10. PLANNING APPLICATIONS AND TRANSPORT SUB-COMMITTEE

To receive the Minutes of the Planning Applications and Transport Sub-Committee Meetings held 23rd July, 5th and 19th August; and 2nd September 2019 (previously circulated).

11. OPEN SPACES MANAGEMENT SUB-COMMITTEE

To receive the Minutes of the Open Spaces Management Sub-Committee Meeting held 14th August 2019 ([attached](#) at page 8).

12. HIGHWAYS DEVOLUTION

To receive an update on the scheme and to seek Members' comments so that feedback can be given to the Essex Association of Local Councils.

13. TOWN CENTRE REGENERATION STEERING GROUP

To receive the Notes from the Town Centre Regeneration Steering Group held 3rd September 2019 ([attached](#) at page 12).

14. DEVELOPERS' OBLIGATIONS TASK AND FINISH GROUP

To receive the Minutes from the Developers' Obligations Task and Finish Group Meeting held 5th September 2019 and to note the Group's new name ([attached](#) at page 15).

15. BRAINTREE DISTRICT LOCAL PLAN

To receive a report ([attached](#) at page 17).

16. LOCAL HIGHWAYS PANEL

To receive an extract from the Local Highways Panel Meeting held 20th June 2019 ([attached](#) at page 21).

17. BUS SHELTERS

To receive a report and to consider whether to increase the budget for bus shelters to allow for replacements ([attached](#) at page 23).

18. TREE GROUP

To receive the Notes from the Tree Group meetings held 16th July and 12th August 2019 ([attached](#) at page 24).



James Sheehy
Town Clerk

JS/GK/10.9.2019



ITEM NO: 6

Officer Report: Town Clerk's Report

Issue:

The following matters arising are to note –

Minute 26 – Dog Bins

To note that additional dog bins in James Cooke Wood and Whetmead Nature Reserve have been ordered.

Minute 30 – National Tree Planting Week

To note that a grant has been applied for from Essex Association of Local Council for a new bowser for the Tree Group.

Minute 32 – Tenders (conversion of Town Council street lights to LED)

A meeting was held with the contractor and the work will commence on 9th September 2019 and should be completed within eight weeks subject to weather conditions.

Speed Indicator Devices

To note that enquiries have been made of Essex County Council seeking information regarding the criteria to allow these devices to be installed and whether the surveys of Allectus Way, Gershwin Boulevard, Maldon Road and Church Street meet this criteria.

Blackwater Rail Trail

Councillor Derrick Louis is arranging a meeting with Councillor M.C.M. Lager, the Town Clerk and Essex County Councillor Kevin Bentley to discuss the Town Council's aspirations to seek ownership of the Blackwater Rail Trail.

Advice:

To receive and note.

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Environment Committee Income & Expenditure Budget up to 31.08.2019						
Environment	2018/2019		2019/2020			
	Budget	Actual	Budget	Actual YTD	Projected	
Commemorative Trees	800	190	800	0	0	
Total Income	800	190	800	0	0	
				0		
Operations - Salaries & Employer N.I & LGPS	93525	90259	96820	36658	96820	
Equipment Supplies & Maintenance	9425	14933	8500	4044	9099	
Lighting Maintenance & Utility	6500	6303	1800	2024	3500	
Tree Planting	0	0	1000	0	200	
Tree Maintenance	1000	18745	15000	0	16500	
Toilet Block - Town Park	9000	7645	9000	440	9000	
Commemorative Trees	800	864	800	0	0	
Dog Bin Maintenance	600	167	2500	0	2500	
Devolved Services	2000	0	2000	0	0	
Open Spaces General	12415	5719	1000	1000	1000	
River Walk Extension	0	0	1000	0	0	
River Walk Improvements	0	0	3000	0	0	
James Cooke Wood	0	63	200	1000	1000	
River Walk	0	4181	3000	0	0	
Whetmead LNR	0	63	600	113	338	
Closed Churchyard	0	36	200	0	0	
Witham in Bloom	11500	11401	11845	6094	11845	
Overhead Expenditure	146765	160379	158265	51373	151802	

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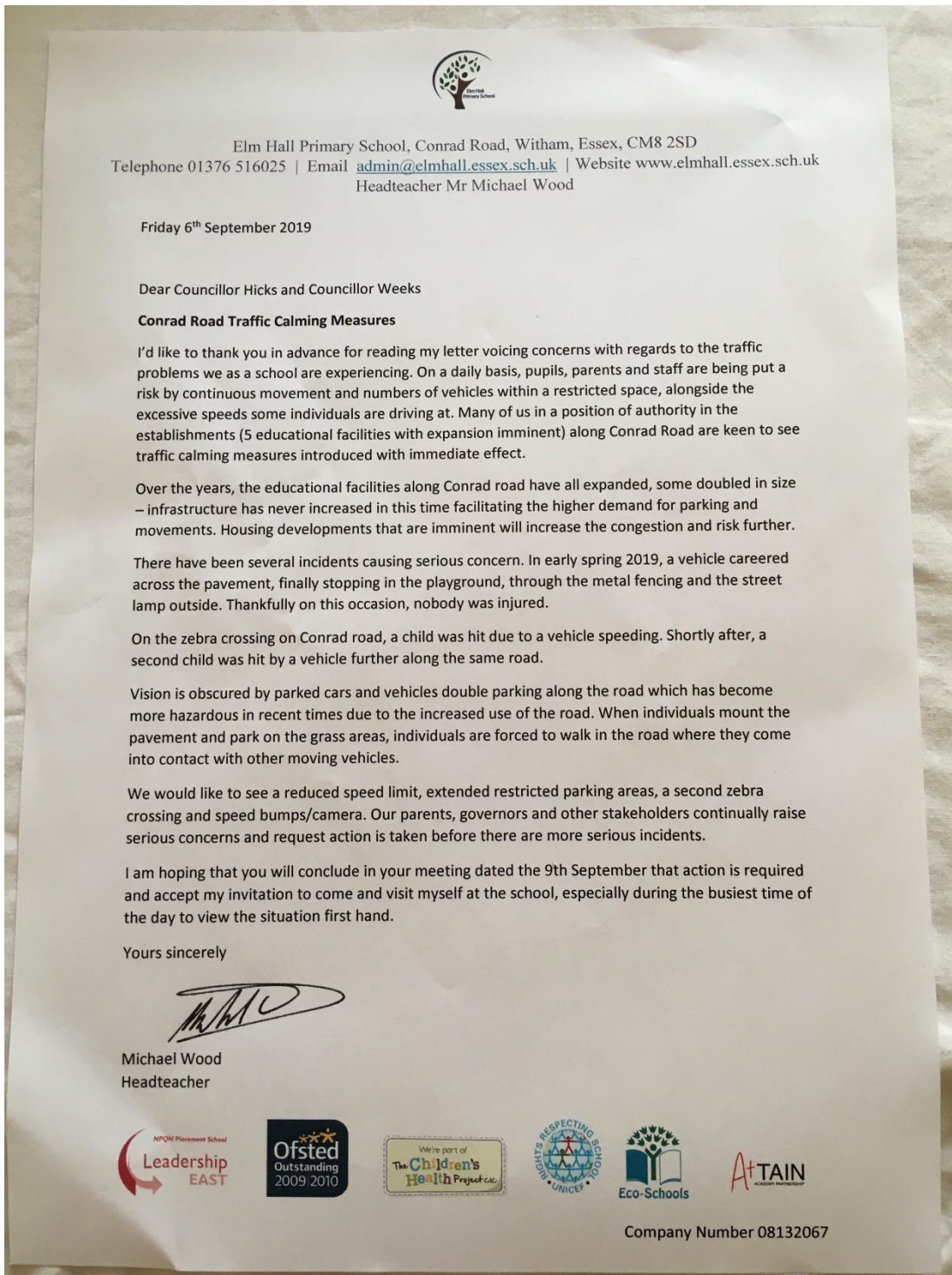
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Witham Town Council Environment Committee: Parking & Highways Report.

HIGHWAY / PARKING ISSUE	RAISED	FIRST RAISED	CURRENT STAGE	MIN. REF
Avenue Road Parking Restriction Timings	ENV	25.07.2017	Completed	22.25/07/2017
Janmead Parking Restriction Timings	ENV	25.07.2017	Completed	22.25/07/2017
Lawn Chase White Access Lining & Yellow Lines TRO	PA&T	21.08.2017	Submitted 01.07.2019	61.21/08/2017
Chipping Dell Parking Restrictions	ENV	19.03.2018	TRO submission due June 2019	89.19/03/2018
Maldon Road Bus Stop Shelter & Seating	PA&T	29.10.2018	LHP Bid submitted 21.05.19. Resubmitted 04.06.19	128.29/10/2018
Newland Street Bus Stop Seat (Former Police Station)	PA&T	29.10.2018	LHP Bid submitted 21.05.19	128.29/10/2018
Paddocks parking survey	ENV	28.05.2019	TRO submission made 24.07.2019	22.23/07/2019
Town Hall Access Lining	ENV	18.09.2017	TRO resubmitted 26.06.2019	33.18/09/2017
Collingwood Road - Speed Survey	PA&T	2.9.2019	TRO submitted 9.9.2019	92.2/9/2019
Avenue Road - Speed Survey	PA&T	2.9.2019	TRO submitted 9.9.2019	92.2/9/2019

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MINUTES

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

Date: **14th August 2019**

Present:

Councillors	J.C.	Goodman	(Chairman)
Miss	C.	Jay	
	S.E.	Hicks	
Mrs	S.C.	Lager	
	S	Brailey	(Witham Tree Group)
	J	Casement	(Witham Wombles)
	A	Chick	(Witham Rotary Club)
	B	Fleet	(Tree Warden)
	N	Lodge	(Environment Agency)
	J	Palombi	(CPRE)
	L	Ralph	(Environment Agency)
	P	Shuttleworth	(Local Wildlife interests)
	D	Smith	(Local Wildlife interests)
	B	Wilmer	(Witham & Countryside Society)
Mrs	H	Andrews	(Assistant Proper Officer)
	S	Dyer	(Operations Manager)

13. APOLOGIES

Apologies were received from Councillor R Ramage who was unwell, Councillor T Pleasance who was attending a funeral, and Mr A Watts who was unable to attend.

14. DECLARATIONS OF INTEREST

No declarations received.

15. MINUTES OF THE PREVIOUS MEETING HELD 19TH JUNE 2019

Minutes from the previous meeting were taken as received and agreed.

16. QUESTIONS & STATEMENTS FROM THE PUBLIC

No members of the public present.

17. CONSIDERATIONS OF WRITTEN REPRESENTATIONS

No written representations had been received.

18. OPERATIONS MANAGER'S REPORT

A verbal report was given by the Operations Manager. He advised that the team were mainly on schedule apart from some hedge cutting but this was due to weather and recent annual leave. He confirmed that a fourth member of the team had been taken on and was due to start in October. Training of the team was going well with Katrina passing her bush cutting course and with further training booked for October. The Operations Manager advised that he was booked for a Streetworks road safety course in September which will assist with work arising from the Highways Devolution pilot project.

He advised that major work is due to be carried out on the large Willow tree on the River Walk by Luard Way in the next two weeks as there is a large split on the stem creating a potential safety risk.

The Operations Manager advised that he had received complaints from members of the public regarding an area of the River Walk near Maldon Road by Helen Court. This was previously left as a wildflower area but concerns had been received that this was an eyesore. There was a discussion regarding whether Giant Hogweed or Cow Parsley was actually growing in the area so it was agreed that interested members would meet at the location with the Operations Manager to view and discuss at a mutually agreed time.

He also confirmed that delivery had been taken of the new ex-demo brush mower which was proving to be money well spent.

A discussion also took place about the trees on the River Walk. There had been several trees that had come down recently that the team had cleared and a few more due to be dealt with. Trees on the River Walk, some of which are very elderly, had never been properly managed and tentative enquiries were made regarding whether willow whips could be planted.

It was **AGREED** that the Operations Manager and interested members would arrange to meet at the Helen Court area of the River Walk to view the discussed location.

19. CLERK'S REPORT

A report was received. Members were advised that the additional tree survey would be held in abeyance following consideration by the previous Environment Committee meeting. There is extensive remedial work due to take place on the River Walk in the next two years which has been budgeted for so an additional tree survey will be held off until completed. It was also discussed that the new Management Plan should take into account the management of trees.

20. ENVIRONMENT AGENCY REPORT

Representatives, Natasha Lodge and Laurence Ralph, from the Environment Agency were welcomed to the meeting. They provided members with a factsheet (copy attached) showing their anticipated work for 2019/2020. They advised that they carry out work clearing the river

downstream where there is the greatest flood risk so will be working from Bridge Street down to the River Blackwater. They advised that they can adjust their timeframe for work in accordance for any local work being done and are happy to liaise with the Town Council and members of the group.

Discussion took place regarding excessive aquatic weeds in the river by the Moat Farm section of the River Walk. The EA confirmed that they would not be dealing with that section as it would not be an area with the greatest flood risk. Their work would be downstream and would involve moving water away from the town and buildings. They deal more with fallen trees blocking waterways rather than just aquatic weeds, although they will remove these if they were in a section of river being worked on. Excess aquatic weeds in a section of river that they are not planning to work on would fall to the landowner. It would therefore be the responsibility of Witham Town Council as manager of the River Walk.

The EA advised that work will be carried out after the growing season and before Winter. Their work is usually carried out once a year but will be dependent on weather conditions and will address high rainfall alerts.

Concerns were raised from Members regarding whether their work would impact on important species that can be found along the River Walk. There is a Fisheries & Biodiversity team who check for species but they would welcome feedback from Members with local information. Details to clarify when work was being done to be sent to the Assistant Proper Officer.

It was **AGREED** that clarification of the Environment Agency work schedule to be sent to Assistant Proper Officer and members to liaise with them regarding important species along the River Walk.¹

21. PLANTING MISCANTHUS GRASS AT WHETMEAD

The suggestion to plant Miscanthus grass as an attraction to hares on Whetmead Nature Reserve was discussed. Members agreed that there were a lot of different types of Miscanthus grass but it was not suitable for Whetmead. It is an invasive species and Whetmead was not a suitable environment for hares.

It was **AGREED** not to proceed with planting Miscanthus grass on Whetmead.

22. ANY OTHER BUSINESS

A query was raised regarding planting trees on the recreation ground near the cemetery. The area gets very wet and the planting of trees may help this. It was confirmed that this is Braintree District Council land but Witham Tree Group have considered the area and advised that it has long term potential.

David Smith confirmed that he had taken part in the annual Glow Worm survey on the River Walk from Armond Road through to Guithavon Road. This information will need to go into the revised Management Plan currently being worked on. Discussion took place that it is understood there are further Glow Worms on a path in Highfields Road along the railway line. This pathway is always overgrown and has never been cleared so potential Glow Worms there cannot be assessed. This is possibly an area that may come under the Highways Devolution Pilot work if it is a Public Right of Way.

¹ The Environment Agency have advised that the excavator section work is due to be carried out in early October and the handbrushing sections in late October/early November. More accurate dates will be notified nearer the time.

It was **AGREED** to assess the pathway to see if it falls within the Highways Devolution pilot. ²
It was also discussed how important it is that wildlife surveys carried out should be included in the new River Walk Management Plan.

23. DATE AND TIME OF NEXT MEETING

The time and date of the next meeting was confirmed as **Wednesday 9th October 2019 at 3.00pm.**

There being no further business, the Chairman closed the meeting at 3.50pm

.....
Councillor J Goodman
Chairman

HA/15.08.2019

² The pathway is not shown as a Public Right of Way and therefore not part of the Highways Devolution work.

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Agenda Item 13

MINUTES OF THE MEETING OF THE TOWN CENTRE REGENERATION STEERING GROUP AT WITHAM TOWN COUNCIL HELD 3RD SEPTEMBER 2019 AT 12.00 NOON IN THE COUNCIL CHAMBER.

PRESENT: - **Councillors** K Atwill (Chair), S Ager, J C Goodman, T Pleasance, R P Ramage

J Palombi	Witham & Countryside Society
N Murphy	Landscape Architect (Braintree District Council)
J Williams	

STAFF: - Mrs H Andrews - Assistant Proper Officer

1. APPOINTMENT OF A CHAIRMAN

Nominations were called to serve as Chairman of the Town Centre Regeneration Steering Group.

It was **AGREED** Councillor Kevin Atwill be elected to serve as Chairman of the Town Centre Regeneration Steering Group.

2. APPOINTMENT OF VICE CHAIRMAN

The Chairman called for nominations to serve as Vice Chairman of the Town Centre Regeneration Steering Group.

It was **AGREED** that Councillor John Goodman be elected to serve as Vice Chairman of the Town Centre Regeneration Steering Group.

3. APOLOGIES FOR ABSENCE

No apologies for absence.

4. DECLARATIONS OF INTEREST

Councillor Ramage declared a non-pecuniary interest as a Braintree District Councillor.

5. TERMS OF REFERENCE

Members were asked to consider the terms of reference for the group. It was noted that the group reported to the Environment Committee but on occasion some issues may need to be referred to the Community Committee. The requirement to meet at least every 3 months was considered suitable but to also meet sooner if necessary.

6. NOTES OF THE PREVIOUS MEETINGS HELD 14TH FEBRUARY 2019 AND 3RD JUNE 2019

Notes from the previous meetings were agreed.

7. TOWN CENTRE REGENERATION AND TOWN PARK ENTRANCE PROJECT

N Murphy provided an overview of completed and current projects.

Spa Road project – This project has now been completed and most of the land passed back to Greenfields. The landscape contractor will be responsible for the maintenance of the planting this year and next. There has been an ongoing problem with lighting not working and this is due to a UKPN feeder pillar issue. This is currently being

worked on and has been given high priority to resolve the matter. There has also been an issue with some paving slabs near Boots the Chemist and these are due to be replaced. Maintenance issues are now being dealt with by Greenfields. Any installation concerns regarding the landscaping should be referred to BDC.

Members gave praise for the work that had been completed on the Spa Road project but queried the canopies/roofing of the buildings in the area. It was noted that the canopies had now been cleaned and Greenfields, as the leaseholder, were looking into replacing these. Further concerns regarding the new speed bump had been passed on to Greenfields to see if additional marking/signage could be added. It was also noted that there currently does not seem to be any issue with commuter parking in the area.

Witham River Walk knee-high railings - This work has now been completed and two additional permanent timber bollards have just been installed at Armond Road and Powers Hall End. Any installation issues with the knee-high railings should be reported to the contractors by April 2020. Members commented that the bollards had been left down on occasions and reminders should be passed on to workers that have access to the bollards to ensure that these are always up to prevent unwanted access to the River Walk.

Halycon Close - N Murphy advised that this is the next project. There is £10k Section 106 money to spend on the large green at the centre of Halycon Close. Residents of the area were previously consulted on whether they would like play equipment but they did not. A further consultation is due to go out shortly, N Murphy will advise members when it is issued. A post card survey will be sent out to residents in the area, a draft copy was circulated, giving four options – further planting and trees, exercise equipment, additional seating, children's play equipment. Residents will be asked for two preferences and/or comments.

Witham Town Park - Members were advised that there is S106 money specifically for art and sculpture pieces which must be spent soon before it expires. Money from four or five other S106 projects has been put together for improving Witham Town Park. The aim is to provide a flexible and welcoming space at the Maldon Road entrance area of the park.

N Murphy provided background information on the project for new members and confirmed that they were now looking at a hardstanding area with pergola space that could be used for events. A plan of the design concept was circulated. This would include sculptured seating incorporating designs from Witham's history and a historical time line on the hardstanding. Improvements to the parking area and the entrance in Maldon Road would also be made. UKPN would put in electric points to make it easier for events held in the park and the entrance was discussed with the need to ensure carnival traffic would still be able to access the site.

The sculptured stone seats are currently being made and photos of the designs were circulated. There will be six seats with a train, roman figure, Knights Templar, seed banks, market trade and wool trade designs which represent different aspects of Witham's history. The seats are being made out of hard stone and are due to have anti-vandal coating. The use of sustainable and environmentally friendly materials was discussed and agreed that this was always a priority. Members were pleased with the seat designs and agreed that they were artistic, functional and historic. Local residents to the Town Park have already been consulted regarding the new seats and these will be placed in temporary homes on current seat bases in the park until the entrance project goes ahead.

Councillor Pleasance left the meeting at 1pm.

The next phase of the project will be a consultation regarding the park entrance design as members were happy with the design concept. The consultation would be for the whole town rather than just residents living near the Town Park. The information given in the consultation would also include a 3D image and clear details to show what is proposed. It was considered that an on-site event could be held during the consultation period, or it could be in Witham information centre. Members agreed that the Town Council would be happy to advertise the consultation via The Voice and other means. The consultation would be for residents to agree on the entrance, parking and hardstanding concept at this stage. Members **recommended** that the consultation should be advertised in The Voice and the Information Centre. The consultation period should end by 31/03/2020 at the latest.

It was **agreed** that N Murphy would prepare the consultation documents for the group to agree before issuing and the group would meet in approximately six weeks' time to review this.

8. ANY OTHER BUSINESS

J Williams noted that there had previously been a consultation for the improvements to the centre of the town back in 2017 and enquired what had happened to this. N Murphy confirmed that Stephen Wenlock (BDC) was now working on this with Essex Highways regarding signposts, seating and cycle routes for the town centre. The consultation was still valid and a lot of work was currently being done with Essex Highways regarding funding bids for all local town centres.

9. DATE OF NEXT MEETING

N Murphy and Assistant Proper Officer to liaise regarding arranging a meeting date in approximately six weeks' time to agree the public consultation documents.

Meeting closed at 1.40pm.

.....
Councillor K Atwill
Chairman

HA/05.09.2019

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Agenda Item 14

MINUTES OF THE MEETING OF THE DELIVERING DEVELOPERS' OBLIGATIONS TASK AND FINISH GROUP AT WITHAM TOWN COUNCIL HELD 5TH SEPTEMBER 2019 AT 12.00 NOON IN THE COUNCIL CHAMBER.

PRESENT: - **Councillors** M C M Lager (Chair), P Barlow, K Atwill

STAFF: - J Sheehy - Town Clerk
Mrs H Andrews - Assistant Proper Officer

APPOINTMENT OF VICE CHAIRMAN

Nominations were called to serve as Vice Chairman of the Town Centre Regeneration Steering Group.

It was **AGREED** Councillor Kevin Atwill be elected to serve as Vice Chairman.

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Ramage.

2. DECLARATIONS OF INTEREST

No declarations were received.

3. TERMS OF REFERENCE

Members discussed amending the terms of reference for the group to take into account all developments in Witham and not just Maltings Lane. It was **AGREED** to remove 'Section 106' from the terms and to change the name of the group, as it covered all developers' commitments, from 'S106 Maltings Lane Task and Finish Group' to 'Delivering Developers' Obligations Task & Finish Group'

5. NOTES OF THE PREVIOUS MEETING HELD 10TH July 2018

The notes of the previous meeting were agreed. Members discussed the background of developer's S106 agreements and the current position with the Maltings Lane Development. The purpose of the group was discussed and the need to obtain further updates from Braintree District Council. Staff confirmed that they had tried to obtain this information prior to the meeting but had been unsuccessful.

It was **AGREED** to contact Braintree District Council regarding outstanding points from the meeting of 10th July 2018 – to seek a report on the consultation with District Council Community Development Team, an update on the Multi-Use Games Area, and an update of the final piece of land on Maltings Lane and its compulsory purchase order.

6. MALTINGS LANE DEVELOPMENT

Members discussed the Maltings Lane development and the need to be updated regarding developer's agreements and work carried out. Members would like regular updates and discussed obtaining information regarding S106 allocations under a Freedom of Information request, if necessary.

It was **AGREED** to make a formal request to see the BDC spreadsheet showing Witham's S106 allocations. This should include what allocations have been sent to other beneficiaries - Essex County Highways, Essex County Education and NHS (CCG). It was discussed that our District and County councillors should be involved in

assisting with obtaining the required information. Once this data is received, the Group will be able to scrutinise payments and work allocations.

Members also spoke of their wish to be involved with S106 developer plans from the start of a new development and be included at an early stage when initial thoughts were being discussed. The Open Spaces Action plan was discussed but this does not have all the information that this Group require.

It was **AGREED** to invite Sarah Burder and Neil Jones from BDC to attend the next meeting for their updates and to work together on this Group.

7. ANY OTHER BUSINESS

All matters relating to developers' obligations had already been discussed.

8. DATE OF NEXT MEETING

Staff to liaise with Braintree District Council and aim to arrange a meeting in a month's time.

.....
Councillor M C M Lager
Chairman
HA/09.09.2019

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Officer Report: LOCAL PLAN**Issue:**

The District Council are running a Public Consultation (to the end of September 2019) in relation to the Additional Sustainability Appraisal (see attached letter from Braintree District Council). The NEA Suggested Amendments will be emailed to Members.

The North Essex Authorities (Braintree, Colchester and Tendring) have prepared a common Section 1 Local Plan to promote a sustainable growth strategy including planned growth and strategic infrastructure. In Braintree District the growth will be mainly addressed via a mixture of urban extensions and new communities. Over 4,000 new homes will be allocated in Braintree and the surrounds and over 2,000 homes will be in the A12 corridor of Witham, Hatfield Peverel, Kelvedon and Feering. Housing elsewhere in the District will reflect local needs. Three new garden communities will be developed. Policy SP 3 shows a requirement of 716 new homes required in the Braintree District with a total of 14,320 for the period 2013 – 2033.

Braintree District's employment is focused on industrial sectors, including construction and manufacture. Stansted Airport employs residents. Retail is the second largest sector and plays an important role in sustaining the three towns of Braintree, Halstead and Witham. Work was commissioned to explore employment opportunities with the development of the garden communities. SP 4 focuses on annual jobs forecast and employment land required.

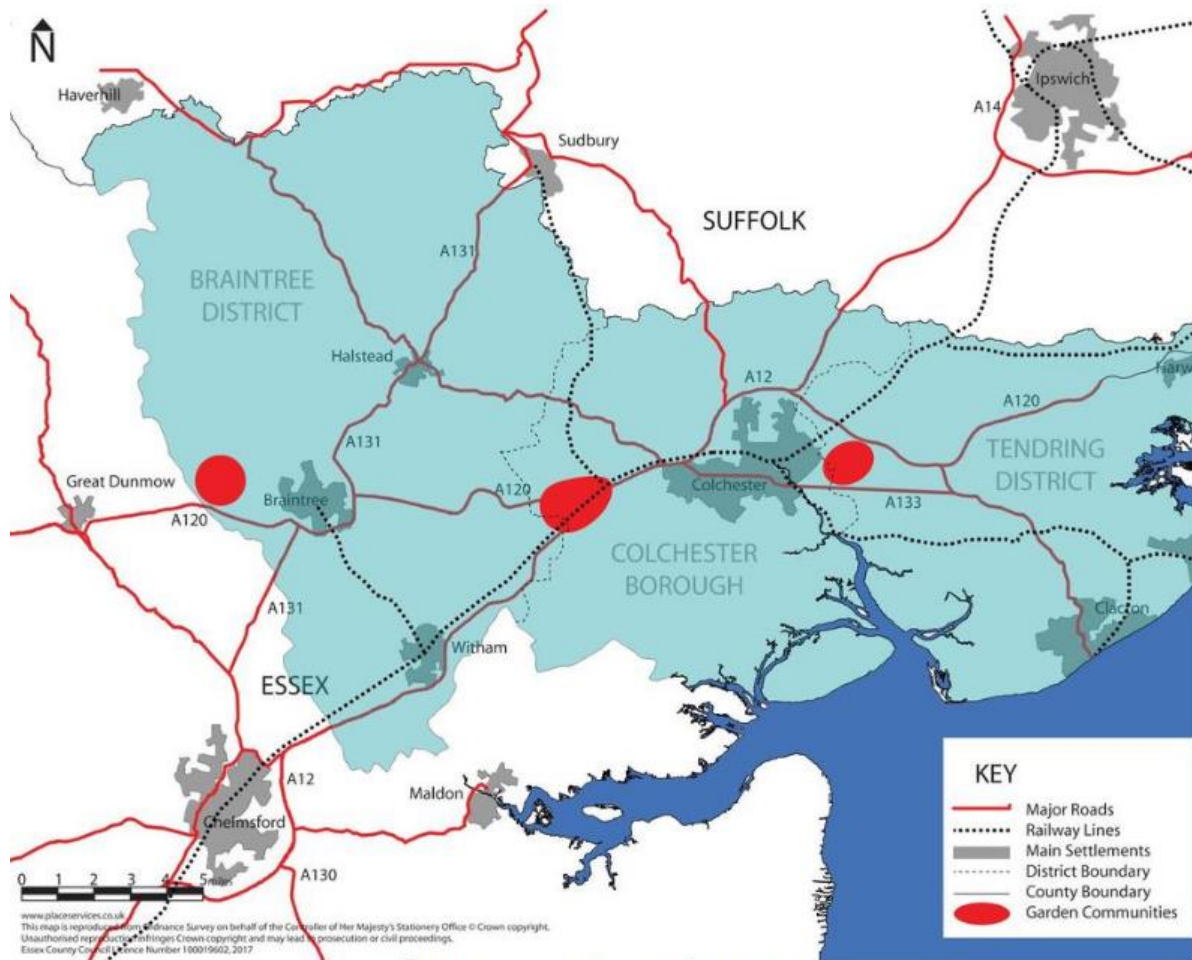
Section 6 deals with Infrastructure and Connectivity for the garden communities the proposal is to maximise the use of public transport by providing new forms of high quality rapid transit networks to serve existing urban centres and key destinations. 6.6 seeks to improve safe, attractive and convenient walking and cycle routes. Improvements will be made to the A12, A120 and main line railway. This section also deals with digital connectivity, water and waste water. SP 5 relates inter alia to A12 widening and junction improvements and a dualled A120 from Braintree to the A12, a rapid transit network, a reliable bus service, increased rail capacity and health care infrastructure will be provided.

Section 8 deals with the cross boundary garden communities. Garden communities were considered to be the most deliverable and sustainable option to meet the housing needs. There will be substantial housing and employment growth. The joint Colchester/Braintree site will deliver 1,350 homes and 4 hectares of employment land up to 2033, and between 15,000 and 24,000 with 71 hectares of employment land after 2033. The garden community proposed for west Braintree will deliver 2,600 homes with 9 hectares of employment land up to 2033 with between 7,000 and 10,000 homes and 44 hectares of employment land after 2033. Each new garden community will be comprehensively designed with a distinct identity.

Advice:

To receive comments from Members to allow the Town Council to respond to the Public Consultation.

GK/9.9.2019



Map 10.1 Garden Communities (Popup full image)

Dear Stakeholder,

You are receiving this email because you have indicated a desire to be notified of future progress of the Local Plan including the North Essex shared Section 1 Local Plan Examination.

Background to the consultation

The Section 1 Local Plan Examination began in October 2017, and hearing sessions were held in January and May 2018. All the Examination documents are available on the [Examination web page](#).

After considering all the evidence and representations and the discussion at the hearing sessions, the Inspector wrote to the North Essex Authorities (NEAs) on 8 June 2018 (see Examination document IED/011). In his letter the Inspector identified those aspects of the Section 1 Local Plan and its evidence base which he considered required significant further work on the part of the NEAs. In that context the Inspector set out options for the NEAs to consider in determining its next steps in their Local Plan preparation.

Of these options the NEAs chose to pause the Examination and carry out the necessary further work on the evidence base and Sustainability Appraisal, and to bring forward any resulting revised strategic proposals, for the Section 1 Local Plan examination to consider. On 10 December 2018 the Inspector announced a pause in the Examination to enable this further work to take place (see Examination document IED/015).

North Essex Local Plan Technical Consultation

The NEAs are now carrying out a public consultation on the Additional Sustainability Appraisal, additional evidence base documents and the suggested amendments to the Section 1 Local Plan. These are the documents which have been prepared in response to the Inspector's 8 June 2018 letter (see Examination document IED/011). The consultation will run from 19 August to 30 September 2019. Anyone may submit comments, whether or not they have previously been involved in the Section 1 Local Plan Examination.

What will happen after the consultation?

After the public consultation has finished, the Examination of the Section 1 Local Plan will resume. The additional documents produced by the NEAs and all the comments that have been made on them will be forwarded to the Inspector who will consider them alongside all the other evidence and representations already submitted on the Section 1 Local Plan.

Following this the Inspector will arrange further hearing sessions as part of the Examination. They will focus mainly on those aspects of the Section 1 Local Plan and its evidence base which the Inspector identified as requiring significant further work and any matters raised by the representations arising from this consultation. However, they may include other topics as necessary to inform his assessment of the soundness and legal compliance of the Section 1 Local Plan, as determined by the Inspector.

Those submitting comments during the public consultation will be able to indicate if they wish to take part in the further hearing sessions. The Inspector may invite others to take part if doing so would assist him in assessing the soundness and legal compliance of the Section 1 Local Plan.

The Inspector will fix the dates for the further hearing sessions after he has received and considered the additional documents produced by the NEAs and the comments made on them. As was the case for the previous hearing sessions, the Inspector will prepare a list of matters, issues and questions to focus discussion at the hearings, along with a guidance note to explain the procedure and the arrangements for submitting hearing statements.

At the end of the Examination the Inspector will produce a report for the NEAs setting out his conclusions and recommendations, including any recommended main modifications to the Section 1 Local Plan. Any main modifications which the Inspector may consider recommending will be the subject of further public consultation before the completion of his report.

Where can you find out more about the consultation?

The NEAs have created a dedicated online consultation portal which can be accessed via the following address: www.braintree.gov.uk/NEAtechS1. On the portal you can find out more information about the documents subject to the North Essex Local Plan Technical Consultation and how to make representations to the NEAs on them.

The NEAs have also placed copies of the consultation documents in the main libraries within their districts to ensure that those without internet access can respond to the consultation.

Please ensure you read the NEAs' Guidance Notes and the Inspector's Explanatory Note before responding to the consultation. Please note that you do not need to respond to each local authority – a single response either through the online consultation portal or via other means to one local authority (Braintree District Council, Tendring District Council or Colchester Borough Council) will be sufficient to ensure your consultation is properly submitted.

Planning Policy Team

Braintree District Council, Causeway House, Bocking End, Braintree, Essex, CM7 9HB

01376 552525 ext 2567

Web site: www.braintree.gov.uk/NEAtechS1

Email: localplan@braintree.gov.uk

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Agenda Item 16

Extract from the Local Highways Panel Meeting held 20th June 2019

The following items were covered regarding Witham –

- **Report on Funded Schemes completed 2018/19**

(LBRA173005) Cressing Road, Witham outside Templars School. Feasibility study to determine if a zebra crossing can be installed outside Templars Academy Witham.

(LBRA162004) Chipping Hill Bridge, Chipping Hill junction with Powers Hall End, Witham
Implementation of measures from the detailed design.

- (LBRA172028) Spa Road, Witham. Reduction of the size of an old road sign or relocate due to visibility issues for people waiting at the bus stop.

- **Report on Funded Schemes 2019/20**

(LBRA172015) A request to change part-time traffic signals to 24-hour signals at Maldon Road junction with Blue Mills Hill will be investigated further. It was recommended to approve the scheme to have traffic signals operating continuously from 6am – 9pm and assess the impact this has to traffic flow in Maldon Road.

(LBRA173005) Cressing Road, Witham outside Templars School - Zebra crossing Witham

- **Report on Schemes awaiting funding**

(LBRA172034) Installation of a Vehicle Activated Sign (VAS), Freebournes Road, Witham. It was reported that Witham Industrial Watch would be funding this Scheme. It was agreed that Witham Industrial Watch should be asked to confirm if they would also fund the cost of preparing the requisite Cabinet Member Action and that they would meet the cost of maintaining the sign in the future. To be removed from the list.

(LBRA182009) Request for a 30mph speed limit, B1018, Maldon Road. Does not meet the criteria but to remain on the Schemes Awaiting Funding list.

(LBRA193005) Rickstones Road, Witham. Request for a zebra crossing. At initial validation process stage.

(LBRA195002) Spa Road, Witham. Request for a bus shelter. At initial validation process stage.

(LBRA195003) Newland Street, Witham. Request for a bus shelter with seats. At initial validation process stage. ****From PLA/128/29.10.2018**

(LBRA195004) Maldon Road, Witham. Relocate bus shelter from bus shelter from Gershwin Boulevard to Maldon Road, Witham. ****From PLA/128/29.10.2018**

- **Report from Braintree Rangers**

Minor Highway work received by Essex County Council passed to Braintree District Council's Braintree Rangers. Work carried out –

Cressing Road footway that runs alongside Cressing Road on the Courts side just behind the hedge. Footway cleared 23/04/2019

Stepfield Between I/c 3-4 Vegetation and siding from verge encroaching into footway. Completed 02/05/2019

Church Street along the wall of St Nicholas Church. Cleaned up footway in Church Street. Completed 17/05/2019

Owers Road. Cutting of ECC grassed area. Completed 21/05/2019

Holly Walk between no.25-26. Vegetation trimming encroaching into the footway. Completed 18/06/2019

Collingwood Road Alleyway between Collingwood Road and the Newlands car park. Weeds and debris on the footway. Reported 12/06/2019

Wheaton Road opposite Symonds. Vegetation trimming required on footway. Work not carried out as unsuitable for Rangers. 30/04/2019

Stepfield between I/c 7-8. Vegetation trimming required on footway. Work not carried out as unsuitable for Rangers. 30/04/2019

Colchester Road between I/c CR7-opp I/c5 Vegetation trimming required from verge. Work not carried out as unsuitable for Rangers. 25/06/2019

Newland Street the footways on the slopes of the Catholic Bridge. Vegetation Trimming required. Vegetation overgrowing the footways. Reported 25/06/2019

Collingwood Road between no.32-38. Vegetation trimming required. 3 lime trees over grown and encroaching into the footway and carriageway. Reported 28/06/2019

Collingwood Road outside no.44. Vegetation trimming required. Lime tree over grown and encroaching into the footway and carriageway. Reported 28/06/2019

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ITEM NO: 17

Officer Report: Bus shelters

Issue:

A member of the public recently notified us about a damaged bus shelter in Forest Road near the junction of Mulberry Gardens. The bus shelter is an old black metal type with plastic panels. On inspection we found that the panels had been damaged with the back one completely removed and two further side panels had been bent.

Due to the age and condition of the shelter we have considered replacing it. There are various nice wooden bus shelters around Witham, owned by Essex County Council, so these were initially looked at as a more attractive shelter. However, it was discovered that the cheapest wooden shelter of a similar design starts at £4,980 ex VAT.

For a metal framed bus shelter, the cheapest starts at £999 before vat. Our annual budget for bus shelters is only £500 so would not cover the cost of replacing a bus shelter. Most of the bus shelters in the town are owned by Essex County Council but 10 bus shelters belong to us.

With this particular damaged bus shelter, we will arrange for it to be repaired but Members may wish to consider whether the budget be increased should we need to replace any of our bus shelters in the future.

Advice:

Members to discuss the future budget with regards to bus shelters.

HA/8.8.2019

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Agenda Item 18

Notes from Tree Group – 16th July 2019

Present : Allan Waight, Richard Hawkes, Jane Noble, Ken Davies, Eric Teverson, Graham Wingrove, Barry Fleet

- 1 **Apologies** - Stanley Brailey, Shaun Taylor
- 2 **Minutes** of 10th June accepted
- 3 **Matters arising** - none
- 4 **2020**
 - WW1 memorial planting - it was agreed that this should be our primary project; BDC could fund the initial planting; consultation with local residents would need to be arranged, presumably BDC would do this ? ; may need volunteer help in planting e.g. Aegon and we could then aim to plant up to 12 in a single session; we would have far more trees to water than we have been used to but they would be concentrated in a single area ; we already have another c.18 trees in the neighbouring area; aim to start planting in National Tree Week [November] ; need to seek Town Council support [Allan & Barry attending the Environment Ctte. On 23rd July] ; need to ask British Legion if they can help with planting;
 - Watering - we would need to water the new WW1 trees all at the same time so may need to consider a larger bowser, possible cost £800; need to check if we can access the river from the end of Bramble Rd.; Jane's new car has a towbar – agreed to do a test run before Eric goes on holiday;
 - Failed trees - a couple of the 2019 trees have died or were dead on delivery and will need to be replaced;
 - Allectus Way - there is plenty of space for specimen trees now we know where the sewers are; could consider some planting in the new year; need to revisit the area soon to decide on location and species; *sorbus commixta* suggested as a possibility as growing well at Rosebay Road playground;
 - Rickstones Road - Allan has written to Riki Burt of Greenfields Housing re possible location for 2/3 trees;
 - Bramble Road - agreed that we need to remove the dead hornbeam and replace the dead oak, perhaps with a field maple as probably more resilient;
 - Pasture Road - ideally, replace the dead 'liquidambers' & silver birches with smaller trees within the existing cages - need to discuss further with Shaun T.;
 - Tree cages - possibly some at Bramble Road & Town End Field are no longer necessary, discuss with Shaun.
- 5 **Town centre** - this matter still needs to be discussed with BDC & WTC.

- 6 **Website** - we are receiving more frequent contacts via our site.
- 7 **Volunteering** - Barry mentioned another possible volunteer, which he will follow up; the need to develop a structure to accommodate more regular helpers discussed.
- 8 **Finances** - the legacy in memory of Irene Petrie has been received and Allan has acknowledged on our behalf. It was agreed that we should plant a tree in the lady's memory, site to be decided; we have also been asked by WTC to contact Ms Pam Rogers, a lady who wishes to plant a tree, Barry to follow up.
- 9 **Meeting with County Council** - Allan & Barry are meeting Anne Hooper, Arboricultural Consultant, on 18th July.
- 10 **Publicity** - poster on WTC noticeboard ? ; community day in 2020.
- 11 **AOB** - Bure Drive - one of the Tesco funded trees has died and has now been removed; it was noted that it had a small root ball which probably contributed to its failure.
- 12 **Next meeting** - Monday, 12th August at Eric's . 8.00 p.m.

Notes from Tree Group Meeting held 12th August 2019

Present : Ken Davies, Eric Teverson, Stanley Brailey, Jane Noble, Richard Hawkes, Graham Wingrove, Allan Waight, Shaun Taylor, Barry Fleet

! Apologies - none

2 Minutes of meeting of 16th July - accepted

3 Matters arising - none

4 WW1 Memorial park

- Shaun provided a new site plan and draft letter to local residents, both agreed by ourselves;
- An initial order has been made [15 oaks, 10 hornbeams] ;
- They are taking on board our suggestions for other species;
- Shaun will fine-tune the proposals for our September meeting;
- For the subsequent planting, the trees would probably be c. 1.2 metres high;
- Test pits will be dug to check the soil condition;
- Barry advised that he had been in contact with Aegon [formerly Cofunds] regarding the scheme, and they have confirmed that they would be interested in providing staff to help with planting;
- Royal British Legion to be contacted;
- Shaun will discuss with the BDC marketing department but would expect the Tree Group and the Royal British Legion to appear to lead the scheme;
- Possibly involve local children at initial planting ? ;
- As BDC has mesh in store, they would use contractors to construct the cages;
- All trees would have irrigation tubes;
- The Tree Group would then water . For this to be effective, it would be useful to have a larger bowser, which Eric has been researching. A second-hand 1000 litre capacity may cost £800/£900. There is the possibility of applying for a grant for part of this cost via WTC from the Essex Association of Local Councils [EALC] , and Barry will liaise with the Assistant Clerk at the Town Hall regarding this.

5 Other 2020 planting season issues

- It was noted that Barchams will give us trade prices regardless of the number of trees ordered. Delivery charge in addition;
- Pasture Road - the nine failed trees to be replaced; Shaun will consider further, then for us to plant and water as necessary;
- WTC budget for our trees of £1000 discussed;
- Maintenance discussed - need to remove weeds to reduce competition, could mulch with bark;

- We may need to consider having two teams of waterers, once we have a second bowser;
- Enquiry from a Mrs Rogers of Saxon Drive for a memorial tree discussed; referred from Town Hall as WTC have suspended their memorial tree scheme; Barry will contact her;
- Where to plant using WTC funds : possibly start on Allectus Way; Rickstones Road site has utility issues although resident support for new planting. Allan & Barry to consider further.

6 Town centre - no opportunity to consider further yet.

7 Website - Jane reported . a piece on the Memorial Park will be included in due course.

8 Finances - our Treasurer Ken reported that our finances are in a reasonable position.

9 County Council liaison - Allan & Barry reported on a successful meeting with Anne Hooper , arboriculturalist with ECC. Local tree issues discussed; she will organise removal of dying tree in The Avenue and pruning of certain trees in The Avenue & Collingwood Road; Anne had explained the fact that she is barred from new tree planting and asked that we consider contacting county councillors regarding this issue; Anne endorsed our work to date and said that she wished each local community had a tree group like us ! ; Allan & Barry to consider councillor letter; Anne suggested that we have a trip to Barchams to see the trees in situ.

10 Forward planning - Allan warned that with our substantial commitment to the Memorial Park, we should be careful of not over-reaching ourselves. Agreed.

11 Watering - agreed that no watering would be done on the 15th August following wet conditions; otherwise Jane will organise this in Eric 's absence using her car as she can now tow the bowser.

12 Next meeting - **Tuesday, 17th September, 8.00 p.m., White Horse function room**

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