



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

AGENDA

Meeting of: **Community Committee**

Date: **Tuesday, 20th February 2024** 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	(Chairman)	B.	Fleet
P.	Heath	(Vice Chairman)	L.	Headley
E.	Adelaja		R.	Playle
S.	Ager		R.	Ramage
J.C.	Coleman		E.	Williams

Nikki Smith
Town Clerk

NS/GK/14.2.2024

1. APOLOGIES FOR ABSENCE

To receive and approve apologies for absence.

2. MINUTES

To receive the Minutes of the Meeting of the Community Committee held 13th November 2023 (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. ESSEX POLICE

District Commander, Chief Inspector Martin Richards and S/Sgt Jesse will be attending the Meeting to give a report.

6. TOWN CLERK'S REPORT

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

7. GRANT APPLICATIONS

(a) **Witham Allstars Majorettes**

To receive additional information along with the original grant aid form (Minute 49 of Community Committee Meeting held 13th November 2023 refers) attached at page 5.

(b) **Witham Carnival Association**

To receive a grant application from the Witham Carnival Association attached at page 12.

(c) **Friends of Witham St John CIL**

To receive a grant application from the Friends of Witham St John CIL along with the project review report attached at page 18.

8. GRANT AWARDING POLICY

To receive and review the Grant Awarding Policy attached at page 29.

9. DEMENTIA FRIENDLY TOWN

To receive a report from the Town Clerk to consider Witham becoming a "Dementia-friendly Community" attached at page 31.

10. EVENTS 2024

To receive the Witham Events Timetable and proposals for a Summertime Stories event attached at page 32.

11. CONSULTATION REGARDING SERVICES AT ST PETER'S HOSPITAL, MALDON

To receive details of consultation events attached at page 38.

12. COMMUNITY COMMITTEE INCOME, EXPENDITURE AND BUDGET REPORT

- (a) To receive the Community Committee Income and Expenditure report for the period up to 31st December 2023 attached at page 40.
- (b) To receive details of the CCTV budget attached at page 41.

13. STREET WARDEN REPORTS

To receive a report from the Witham Town Council Street Warden attached at page 42.

14. SOCIAL MEDIA

To receive social media statistics attached at page 50.

15. EXCLUSION OF THE PRESS AND PUBLIC

TO RESOLVE That under the Public Bodies (Admissions to Meetings) Act 1960, the press and public be excluded from the Meeting for the consideration of the remaining items of business on the grounds they involve the likely disclosure of exempt information falling within Schedule 12A (S3) of the Local Government Act 1972.

16. INFORMATION CENTRE

To receive a report from the Information Centre Manager.

17. IMPROVING HEALTHCARE FACILITIES

To receive the Minutes from the Meeting of the Improving Healthcare Facilities in Witham Working Group held 20th November 2023.



ITEM NO: 6

Officer Report: Town Clerk's Report

Pop Up Stalls

To note that Pop Up Stalls will restart in March 2024, dates to be circulated.

Advice:

To receive and note.

[Back to Agenda](#)



ITEM NO: 7A

Officer Report: Witham Allstars Majorettes

The resolution at the previous Community Committee was-

That a decision be deferred whilst better information including a business plan to include number projections was obtained.

This was communicated to the applicant along with the below questions-

- How do you plan to continue after the six months if you haven't increased your membership enough to cover the hall hire costs?
- Do you have an alternative income stream to enable the club to continue?
- Do you have any prediction of the number of children you would hope to have increased your classes to at the end of the six months?

The below information was received-

We do have a small income from weekly subs £5 per child so would be able to carry this on I would hope 30+ extra members after 6 months

We would initially start with a trial period of one month (no cost) and then charge a club fee of £5 per member

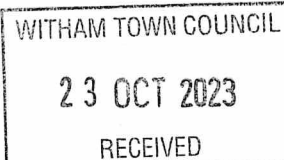
That money would continue to run the class past the initial funding

The funding would also subsidise any children that couldn't afford as mentioned in our application

I would work closely with families that are impacted by cost of living.

Advice:

To receive and use this information to determine the previously submitted grant application.



GRANT FUNDING SCHEME APPLICATION FORM

Contact Details

1.	Name of your organisation	Allstars Mayorettes
2.	Primary contact name	
3.	Primary contact telephone number	
4.	Primary contact address	
5.	Primary contact email address	
6.	Position within the organisation	

Financial Background

7.	Please state the nature of your organisation (circle those that apply) and include a copy of the minutes of your latest AGM.	Voluntary organisation ✓ Sports Organisation Not for Profit Organisation ✓ Welfare Organisation Cultural Organisation Other (please specify).....
8.	Organisation Address	
9.	Registered charity number if applicable	
10.	What year was your organisation formed?	2013.
11.	Please describe the main activities of your organisation and any services you provide to the community	Dance /Twin /cheer
12.	How many committee members/paid staff/volunteers are involved in the running of your organisation?	Committee 5 Volunteers 20+ (None Paid)
13.	Does your organisation have a registered bank account in its name?	Yes

14.	What is your organisations average yearly income?	£5000
15.	What is your organisations average yearly outgoings?	£5000
16.	Have you applied for a grant from Witham Town Council in the past? If so when and how much?	Yes a few years ago.

Project Details

17.	Project title	Season 2024.
18.	Project location	Witham Ricstone Sch.
19.	Anticipated start and finish date	Nov 23 - Nov 24.
20.	Description of project	Recruit an encourage girls + Boy age 3+ to take part in sport + community Projects assist families with the cost of living crisis Keeping cost down and involving all to take the team to travel to Shows + camps etc
21.	What evidence do you have that this project is needed by the local community?	having engaged with local Schools / Groups we have lots of interest from new members including potential for a (sen) class for children with additional needs

22.	The council prioritises applications that meet one or more of the criteria detailed in the accompanying policy. Please explain all those you meet and why?	<p>+ Community</p> <p>* Youth Support</p> <p>* Children with additional needs</p> <p>* active children + young adults</p>
23.	If the project reaches fruition what will the benefit be to the local community?	<p>a community Group brings children and young adults together in our community since and we have been working closely with active Essex and the national lottery community to ensure children in our community can be included.</p>
24.	How will you ensure sustainability of the project?	<p>regular meetings</p> <p>regular advertising</p> <p>engaging with local schools and groups</p>

25.	How will you measure success?	Yearly Books. Monthly recruitment reports.
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Funding Specifics

26.	What is the total project cost?	£5460
27.	Please state the total amount of grant required from Witham Town Council	£3000
28.	Please break down exactly how this will be spent and include 2 quotes supporting this breakdown and showing best value.	<p>Hall Hire (Sports Hall) £105 per session</p> <p>£2,520 6 months</p> <p>Cheer Poms (equipment) £32.00 per Pair 15 Pairs</p>

29.	How much has been raised so far for this project?	£2460.
30.	Please detail any funding that will be given 'in kind'	/
31.	Please give details of how the balance of funding required will be sourced	fundraising / Sponsored events.
32.	How many people will benefit from this funding being given, both directly and indirectly	50+ Including local Schools.

Public Engagement

33.	How do you publicise the services you offer?	local Newspapers Social media Newsletters Posters
34.	How will you make sure that your project reaches its intended targets	constant advertising using local schools + sources.

Referees

35.	Please include the names and addresses of two independent referees who are not members of your organisation but know of the group	<div>Reference 1</div> <div></div> <div>Reference 2</div> <div></div>
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I understand that if the project changes in any way, I must inform the Deputy Town Clerk immediately.

I understand that if a completed project review report is not sent to the Deputy Town Clerk within 6 months of receiving funding that I may be required to repay all monies received.

I am authorised to make this application on behalf of the applicant organisation and confirm that I have read, understood and accept the stipulations listed above and that the information provided in this application is accurate.

Name.....

Position within the organisation.....*Chairperson*

Telephone number.....

Email address.....

Signature.....



Witham
town council

Agenda Item : 7B

GRANT FUNDING SCHEME APPLICATION FORM

Contact Details

1.	Name of your organisation	WITHAM CARNIVAL ASSOCIATION
2.	Primary contact name	[REDACTED]
3.	Primary contact telephone number	[REDACTED]
4.	Primary contact address	[REDACTED]
5.	Primary contact email address	[REDACTED]
6.	Position within the organisation	VICE CHAIR TREASURER

Financial Background

7.	Please state the nature of your organisation (circle those that apply) and include a copy of the minutes of your latest AGM.	<input checked="" type="checkbox"/> Voluntary organisation <input type="checkbox"/> Sports Organisation <input checked="" type="checkbox"/> Not for Profit Organisation <input type="checkbox"/> Welfare Organisation <input type="checkbox"/> Cultural Organisation <input type="checkbox"/> Other (please specify).....
8.	Organisation Address	AS ABOVE
9.	Registered charity number if applicable	N/A
10.	What year was your organisation formed?	1976
11.	Please describe the main activities of your organisation and any services you provide to the community	1) AN ANNUAL CARNIVAL, WITH STREET PROCESSION, PLUS ACTIVITIES IN THE PARK. 2) REPRESENTING WITHAM BY SUPPORTING OTHER CARNIVALS IN ESSEX & KEN. & TAKING PART IN THEIR COMPETITIONS
12.	How many committee members/paid staff/volunteers are involved in the running of your organisation?	APPROX 10 UNPAID COMMITTEE MEMBERS, WHO MEET MONTHLY UPTO 20 VOLUNTEERS ON CARNIVAL DAY
13.	Does your organisation have a registered bank account in its name?	YES

14.	What is your organisations average yearly income?	DEPENDING ON GRANTS & DONATIONS APPROX. £12,000. PLUS STREET COLLECTION
15.	What is your organisations average yearly outgoings?	ALL OF STREET COLLECTION GIVEN TO LOCAL ORGANISATIONS & MOST OF GRANT SPEN
16.	Have you applied for a grant from Witham Town Council in the past? If so when and how much?	YES EVERY YEAR EXCEPT 2020 (COVID) IN 2023 £8000 WAS GRANTED

Project Details

17.	Project title	WITHAM CARNIVAL
18.	Project location	PROCESSION THROUGH HIGH ST. AND MALDON ROAD PARK
19.	Anticipated start and finish date	SATURDAY 13 TH JULY, START & FINISH VARIOUS DATES OTHER CARNIVALS
20.	Description of project	<ol style="list-style-type: none"> 1) AN ANNUAL CARNIVAL WITH STREET PROCESSION & ENTERTAINMENT IN THE PARK. 2) A SELECTION DANCE FOR CHOOSING THE CARNIVAL QUEEN & COURT 3) A PRESENTATION EVENING FOR TROPHY WINNERS & BENEFICIARIES OF STREET COLLECTION 4) REPRESENTING WITHAM AT OTHER CARNIVALS AND COMPETITIONS THROUGHOUT YEAR 5) (WHEN POSSIBLE) SHOP WINDOW COMPETITION
21.	What evidence do you have that this project is needed by the local community?	THE LARGE CROWD IN THE STREET AND SUBSEQUENT CROWDS IN THE PARK, ENJOYING THE ENTERTAINMENT AND FUN FAIR, ARE EVIDENCE HOW MUCH THE PEOPLE OF WITHAM ENJOY THEIR CARNIVAL SINCE COVID THE CROWDS HAVE GOT BIGGER, WHICH WOULD INDICATE THE NEED FOR SPIRIT LIFTING EVENTS

22.	The council prioritises applications that meet one or more of the criteria detailed in the accompanying policy. Please explain all those you meet and why?	<p>WITHAM CARNIVAL INVESTS IN YOUNG PEOPLE BY GIVING THEM THE OPPORTUNITY OF REPRESENTING THEIR TOWN. WE WATCH THEM GROW IN CONFIDENCE AND MATURITY BY GIVING THEM A SENSE OF RESPONSIBILITY AND PURPOSE.</p> <p>MAINLY OUR AIM IS TO GIVE A SERVICE TO THE COMMUNITY, TO ENCOURAGE FAMILIES HAVE FUN WHILE TAKING PRIDE IN THEIR TOWN. ALSO, HOPEFULLY HELPING SHOPKEEPERS, PUBS & RESTAURANTS INCREASE REVENUE.</p> <p>BY ALLOWING LOCAL ORGANISATIONS HAVE FREE STALLS IN THE PARK WE SHOW THE PUBLIC WHAT WITHAM HAS TO OFFER</p>
23.	If the project reaches fruition what will the benefit be to the local community?	<p>WITHAM CARNIVAL OFFERS MANY BENEFITS TO THE TOWN. THE LARGE CROWDS BRING REVENUE TO LOCAL BUSINESSES. IT ALLOWS PEOPLE TO ENJOY A FAMILY OCCASION, WHILST HELPING RAISE FUNDS FOR LOCAL CHARITIES AND ORGANISATIONS IT FOSTERS A COMMUNITY SPIRIT AND PROVIDES A SERVICE TO THE PEOPLE OF WITHAM.</p> <p>WE ALSO LIKE TO THINK WE HAVE SUPPORTED THE FAMILIES OF OUR QUEEN AND COURT BY ENABLING THEM TO HAVE AN EXPERIENCE TO CHERISH & REMEMBER</p>
24.	How will you ensure sustainability of the project?	<p>THERE ARE MONTHLY COMMITTEE MEETINGS, OVERSEEN BY THE CHAIRMAN. THERE IS ALSO A COUNCIL REPRESENTATIVE PRESENT. FOR 2024 THIS IS COUNCILLOR PHIL BARLOW.</p> <p>THE CARNIVAL TREASURER IS USUALLY THE LIAISON PERSON FOR THE COUNCIL TO CONTACT REGARDING FINANCE</p>

25.	How will you measure success?	<p>SUCCESS IS USUALLY MEASURED BY THE AMOUNT OF REVENUE TAKEN ON THE DAY. BUT AS THE LAST 3 CARNIVALS HAVE BEEN FREE IT IS DIFFICULT TO GAUGE. PRESS REPORTS AND SOCIAL MEDIA HAVE BEEN OUR BEST GUIDE AND ALL HAVE BEEN POSITIVE.</p> <p>THE STREET COLLECTION IS COMPLETELY DIFFERENT, WHEREAS MONEY COLLECTED USUALLY INDICATE THE NUMBER OF PEOPLE WATCHING</p>
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Funding Specifics

26.	What is the total project cost?	APPROX. £12,000
27.	Please state the total amount of grant required from Witham Town Council	BECAUSE WTC HAS INDICATED YOU WOULD STILL LIKE US TO PROVIDE A FREE EVENT WE NEED TO REQUEST THE SAME AMOUNT OF £8000
28.	Please break down exactly how this will be spent and include 2 quotes supporting this breakdown and showing best value.	<p>SEE ATTACHED BREAKDOWN MOST OF WHICH IS ESTIMATED</p> <p>WE HAVE HAD SOME VERBAL QUOTES BUT NOTHING IN WRITING YET.</p>

29.	How much has been raised so far for this project?	WE TRY TO KEEP £3000 IN OUR BANK ACCOUNT IN CASE WE DONT GET A GRANT
30.	Please detail any funding that will be given 'in kind'	YAXLEY HAIR & BEAUTY DOES GIRLS HAIR ON CARNIVAL DAY SIMARCO SUPPLIES 6 LORRIES AND DRIVERS MICHELLE FLORIST SUPPLIES GIRLS BOUQUETS R.B.L LOANS US TABLES & CHAIRS
31.	Please give details of how the balance of funding required will be sourced	WE HAVE REGULAR DONATORS : PRESLAND FAIR £500 YAXLEY HAIR & BEAUTY SPONSORS GIRLS DRESSES UPTO £500 USUALLY £500 FROM ONE OF THE ESTATE AGENTS THEN WE GO TO LOCAL BUSINESSES AND BUILDERS
32.	How many people will benefit from this funding being given, both directly and indirectly	POTENTIALLY THE WHOLE OF WITHAM, CERTAINLY MANY HUNDREDS IN THE STREET AND MANY HUNDREDS MORE IN THE PARK. OUR CONSTITUTION STATES THE STREET COLLECTION MUST BE GIVEN TO CHARITIES/LOCAL ORGANISATIONS SO EACH YEAR AROUND 10 ORGANISATIONS BENEFIT

Public Engagement

33.	How do you publicise the services you offer?	WE HAVE OUR OWN FACEBOOK PAGE AND WEBSITE WE USE FREE ADVERTISING, LOCAL PRESS, LOCAL RADIO, SOCIAL MEDIA, WITHAM VOICE & WITHAM VISITOR INFORMATION CENTRE. LOCAL CHURCHES, LOCAL GROUPS. NEARER THE TIME WE ASK SHOPS TO PUT UP POSTERS, AND WE USE ESTATE AGENTS BOARDS
34.	How will you make sure that your project reaches its intended targets	BY USING ALL OF THE ABOVE

Referees

35.	Please include the names and addresses of two independent referees who are not members of your organisation but know of the group	<div data-bbox="774 331 1340 622" style="background-color: black; width: 100%; height: 100%;"></div> <div data-bbox="774 622 917 649">Reference 2</div> <div data-bbox="774 654 1337 887" style="background-color: black; width: 100%; height: 100%;"></div>
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I understand that if the project changes in any way, I must inform the Assistant RFO immediately.

I understand that if a completed project review report is not sent to the Assistant RFO within 6 months of receiving funding that I may be required to repay all monies received.

I am authorised to make this application on behalf of the applicant organisation and confirm that I have read, understood and accept the stipulations listed above and that the information provided in this application is accurate.

Name..........

Position within the organisation.....TREASURER.....

Telephone number..........

Email address..........

Signature..........



GRANT FUNDING SCHEME APPLICATION FORM

Contact Details

1.	Name of your organisation	FRIENDS OF WITHAM ST. JOHN C.I.L.
2.	Primary contact name	[REDACTED]
3.	Primary contact telephone number	[REDACTED]
4.	Primary contact address	[REDACTED]
5.	Primary contact email address	[REDACTED]
6.	Position within the organisation	CHAIRPERSON & FUND RAISER

Financial Background

7.	Please state the nature of your organisation (circle those that apply) and include a copy of the minutes of your latest AGM.	<input checked="" type="checkbox"/> Voluntary organisation <input type="checkbox"/> Sports Organisation <input checked="" type="checkbox"/> Not for Profit Organisation <input type="checkbox"/> Welfare Organisation <input type="checkbox"/> Cultural Organisation <input type="checkbox"/> Other (please specify).....
8.	Organisation Address	SPRING LODGE POWERS HALL END, WITHAM CM8 2HE
9.	Registered charity number if applicable	—
10.	What year was your organisation formed?	2022
11.	Please describe the main activities of your organisation and any services you provide to the community	TO MANAGE THE HALL SO THAT THE WITHAM DIVISION OF ST. JOHN AMBULANCE CAN CONTINUE TO SERVE THE COMMUNITY
12.	How many committee members/paid staff/volunteers are involved in the running of your organisation?	4 VOLUNTEERS No Salaries, nor Expenses
13.	Does your organisation have a registered bank account in its name?	[REDACTED]

14.	What is your organisations average yearly income?	ST. JOHN SPOT.HIRE RENT £3016 £58 per wk + FUND RAISING
15.	What is your organisations average yearly outgoings?	approx £5,500 — without full knowledge of utility charges through winter
16.	Have you applied for a grant from Witham Town Council in the past? If so when and how much?	YES, 2022 £4000

Project Details

17.	Project title	FRIENDS OF WITHAM ST. JOHN CIC
18.	Project location	SPRING LODGE, POWERS HALL END, WITHAM CM8 2HE
19.	Anticipated start and finish date	23/05/22 5YR LEASE
20.	Description of project	To manage the building costs and as the lease is SELF REPAIRING HAVE A CONTINGENCY FUND FOR SAME. Including Servicing of ROLLER SHUTTERS, BOILER, ETC In order that the Division CAN MEET, TRAIN, STORE EQUIPMENT
21.	What evidence do you have that this project is needed by the local community?	MANY EVENTS WOULD NOT BE ABLE TO TAKE PLACE UNLESS FIRST AID COVER IS IN PLACE, AS REQUIRED BY THEIR INSURERS

22.	The council prioritises applications that meet one or more of the criteria detailed in the accompanying policy. Please explain all those you meet and why?	We are a Voluntary Organisation who are also a Welfare Organisation. We live in WITTHAM and are actively fundraising.
23.	If the project reaches fruition what will the benefit be to the local community?	The Division will continue to serve the public, both in WITTHAM and the wider community - we have many events booked for this year. We engage with the community to promote the need for First Aid Training.
24.	How will you ensure sustainability of the project?	By Fundraising and Spot Rent Hire from St. John Ambulance. Under the terms of our Lease from BDC we cannot hire the building to any Third Parties, it is for the sole occupation of St. John Ambulance.

25.	How will you measure success?	By the very fact that we have returned to occupy of our former H.Q., after being cast out by St. John Ambulance, who closed 117 Divisional H.Q.'s around the country. Many divisions disbanded, but we were saved by the intervention of Witham Town Council, BDC & Priti Patel MP
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Funding Specifics

26.	What is the total project cost?	\$5500 Known. Contingency for Boiler, Tree Arboing & unforeseen Maintenance
27.	Please state the total amount of grant required from Witham Town Council	£4,000
28.	Please break down exactly how this will be spent and include 2 quotes supporting this breakdown and showing best value.	Audited Accounts submitted on last Project Report Arboing of 2 trees, one which has overhead power cables running through it, to be obtained (Just paid out £300 for new tap in disabled toilet)

29.	How much has been raised so far for this project?	ongoing - £4300 -
30.	Please detail any funding that will be given 'in kind'	The Directors (Committee) have not and will not claim any expenses, and will maintain the premises, + clean garden. Brights Solicitors have dealt with all legalities at nil cost. Baverstocks Chartered Accountants deal with accounts - nil cost.
31.	Please give details of how the balance of funding required will be sourced	By Fundraising & Grant Applications
32.	How many people will benefit from this funding being given, both directly and indirectly	The local & wider community

Public Engagement

33.	How do you publicise the services you offer?	We cover local & non-local events, have stalls for PR. Give talks to organisations and demonstrations
34.	How will you make sure that your project reaches its intended targets	We have regular Committee meetings, monitor very closely our outgoings, 3 of the 4 committee Members are also Divisional Members who give their time to Duties as well, and are active in Fundraising

Referees

35.	Please include the names and addresses of two independent referees who are not members of your organisation but know of the group	<div></div> <div></div>
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I understand that if the project changes in any way, I must inform the Assistant RFO immediately.

I understand that if a completed project review report is not sent to the Deputy Town Clerk within 6 months of receiving funding that I may be required to repay all monies received.

I am authorised to make this application on behalf of the applicant organisation and confirm that I have read, understood and accept the stipulations listed above and that the information provided in this application is accurate.

Name...

Position within the organisation...*Chairperson & Fund Raiser*

Telephone number...

Email address...

Signature...



PROJECT REVIEW REPORT

Contact Details

1.	Name of your organisation	Friends of Witham St. John CIC
2.	Primary contact name	[REDACTED]
3.	Primary contact telephone number	[REDACTED]
4.	Primary contact address	[REDACTED]
5.	Primary contact email address	[REDACTED]
6.	Position within the organisation	Chairperson

Project Details

7.	Project title	Friends of Witham St. John CIC
8.	Project location	Spring Lodge, Powers Hall End, Witham CM8 2HE
9.	Actual start and finish date	29-4-23 - 30/10/23 but 5yr lease
10.	What was the total cost of the project?	To date £3092.00
11.	Please breakdown exactly how the grant received from Witham Town Council was spent	As listings attached

12.	If there are any discrepancies between how the grant was spent and what was on the application form please explain why	We have not yet completed our first year. Further bills will be incurred for which we have fundraised
13.	Do you believe that the project was a success? If so how was this success measured?	A total success The Division are operating from their H.Q Equipment is being stored there Meetings and exams taking place. Commitments to immediate and wider community being met.
14.	How many people benefited from this project both directly and indirectly?	Besides our immediate Division - all of the Witham & Tiptree community, plus our duties outside of our own area.

15.	What lessons do you feel were learnt during this process?	<p>That we are classed as a Commercial enterprise & therefore our Standing Charges cost more than the gas & electric actually used.</p> <p>That the local business community look kindly on our aim and waived their charges for services</p> <p>That Witham Town Council and BDC are so very supportive of our Project</p> <p>That as Directors of the Company not receiving nor expecting salaries nor expenses there have been costs we were not expecting!</p>
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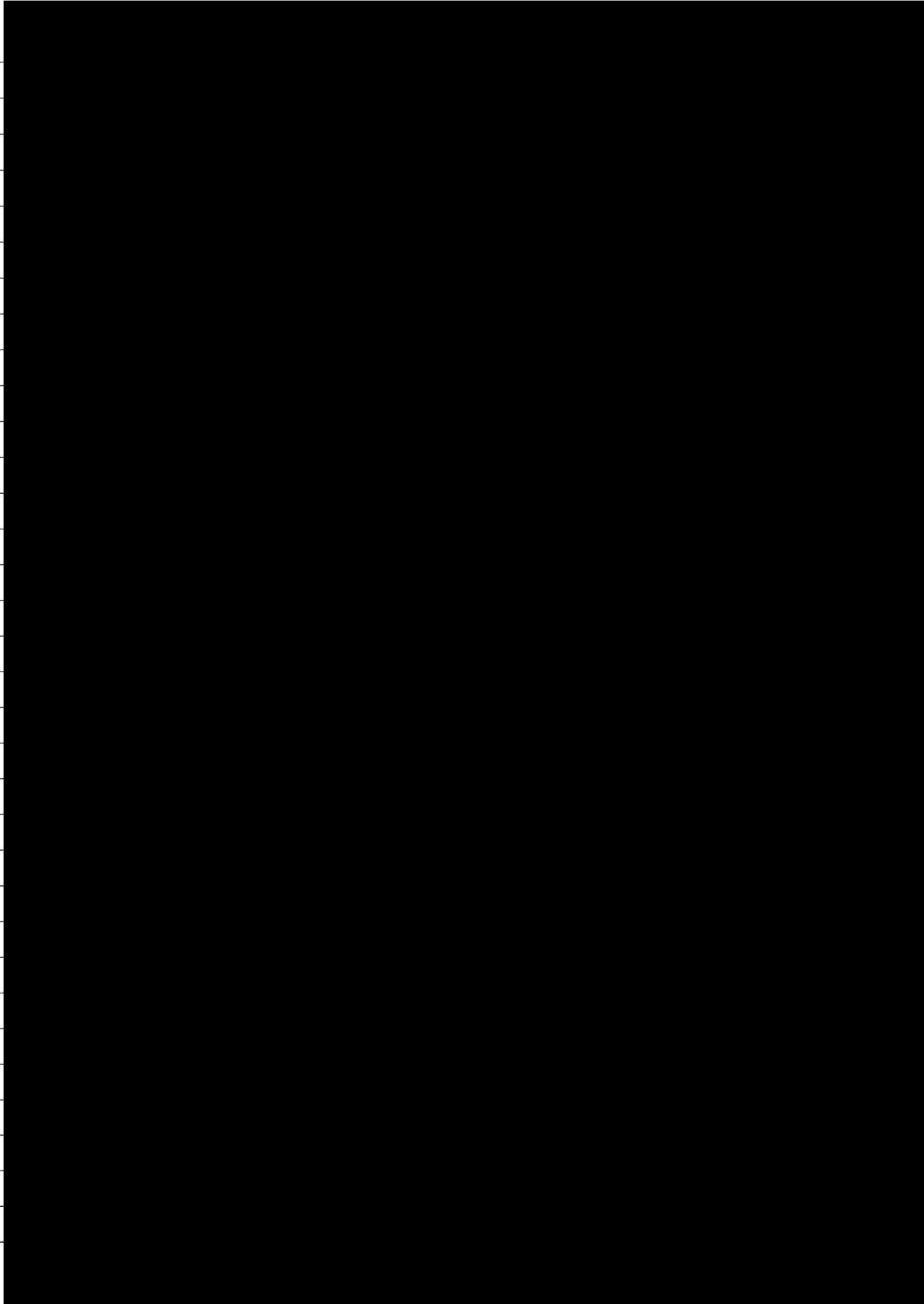
Name..... [REDACTED]

Position within the organisation..... Chairperson

Telephone number..... [REDACTED]

Email address..... [REDACTED]

Signature..... [REDACTED]



The first part of the paper discusses the importance of the research and the objectives of the study. It highlights the need for a comprehensive understanding of the subject matter and the role of the researcher in this process. The second part of the paper presents the methodology used in the study, including the data collection methods and the analysis techniques. The third part of the paper discusses the results of the study and the conclusions drawn from the findings. The final part of the paper provides a summary of the key points and offers suggestions for future research.

The research was conducted in a systematic and rigorous manner, following the principles of scientific inquiry. The data was collected from a representative sample of the population, and the analysis was performed using advanced statistical techniques. The results of the study indicate that there is a significant relationship between the variables under investigation, and this finding has important implications for the field of study.

In conclusion, the study has provided valuable insights into the subject matter and has contributed to the existing body of knowledge. The findings suggest that further research is needed to explore the underlying mechanisms and to test the generalizability of the results. The authors hope that this paper will serve as a useful reference for researchers and practitioners alike.

Grant Awarding Policy

Policy Overview

Witham Town Council aims to direct funding towards projects and services that work in partnership with the Council's funding priorities.

Eligibility

The following groups may apply for funding from Witham Town Council-

- Voluntary Organisations
- Welfare Organisations
- Cultural Organisations
- Not for Profit Organisations
- Sports Organisations
- Social Organisations

Please note that applications from amateur boxing clubs and martial arts organisations can only be considered if the application organisation is affiliated to the sport's appropriate governing body.

Applications can only be accepted if the following stipulations are met-

- The Responsible Financial Officer must be satisfied with the accounts and financial status of the applicant.
- There will be a sliding scale of matched funding required.
Applicants must have raised the appropriate amount of the total cost of the project elsewhere before an application is submitted. This can be through matched funding, fundraising or from grant applications from other sources.
For grants over £5,000 – 50% of matched funding will be required of the total project cost.
For grants between £250 & £5,000 – 25% will be required of the total project cost.
Micro funding of less than £250 will not require any matched funding.
- The applicant has signed to indicate that they will complete a grant reporting form within 6 months of the completions of the project.
- Monies will be paid directly into the organisation's bank account.

Funding Priorities

The council will only fund applications that help tackle the following priorities-

- Regeneration
- Community Health
- Community Safety
- Lifelong Learning
- Community Development
- Investing in Young People
- Provision of Transport Interlinking with Other Funding Priorities

- Improving Services for Older People
- Environmental Sustainability

The Application Process

Applications will only be accepted in the correct format.

If an application is found to be incomplete or requested documents have not been provided, the form will be sent back to the applicant and no further action will be taken until it is returned complete.

Applications can be submitted at any time and once reviewed by officers will be included on the agenda of the next appropriate meeting.

Funding is considered on the order in which applications are received and will be funded up to the maximum budget in any one financial year.

Applicants will be notified once their project has been voted on by committee and if an application has been unsuccessful the reasons why funding has not been offered will be outlined. As all committee meetings are held in public applicants are able to attend the relevant meeting if they so wish.

If an application is successful, funding will be offered as a direct cash grant. The Committee may attach special conditions to a grant, which must be fulfilled before any payment can be made, and grants may be paid in stages over a period as a project progresses and evaluation and monitoring procedures take place.

Evaluation and Monitoring

Applicants will be expected to submit a completed Project Review Report within 6 months of receiving the grant funding. This is used to evaluate and assess the benefits of providing grant funding to the community.

If further information regarding any aspect of the Council's Grants Policy is required, please contact- [JJ Reeve, Finance Assistant, on 01376 520627 or finance@witham.gov.uk](mailto:JJ.Reeve@witham.gov.uk)

Agreed at Minute 62, Community Committee Meeting held 28.2.2022

Reviewed: 20.2.2024

Review Date: February 2025

POLICY NO: WTC/045 – COMMUNITY COMMITTEE



ITEM NO: 9

Officer Report: Dementia Friendly Witham

At the invitation of Braintree District Council, the Town Clerk met with Fusion Witham and the Alzheimer's Society to discuss a plan for making Witham a "Dementia Friendly Community".

The project aims to boost understanding of the illness so people living in the community can feel supported to live independently by those around them.

The Town Council and Fusion will lead on the project, gathering information on the work that is already being done in Witham and looking for ways in which the town can improve. This plan will then be assessed by the district and finally signed off by the Alzheimer's Society.

Locally the scheme has been successful in Halstead and Witham is the latest town to be asked to take part.

Advice:

To decide whether Witham should take part in the project.



ITEM NO: 10

Officer Report: Witham Event Timetable 2024

Easter Trail Saturday 30th March 10-4pm

D-Day Beacon Lighting and Service Thursday 6th June

Dog Show Saturday 29th June 10-4pm

Teddy Bear's Picnic Friday 9th August 10-1pm

Music Festival Saturday 24th August 3-10pm

Witham Street Entertainment Festival Saturday 21st September 10-3pm

Halloween Spooktacular Saturday 26th October 10-4pm

Remembrance Parade Sunday 10th November 2-3pm

Christmas Fayre Saturday 30th November 3-7pm

Santa's Grotto dates tbc

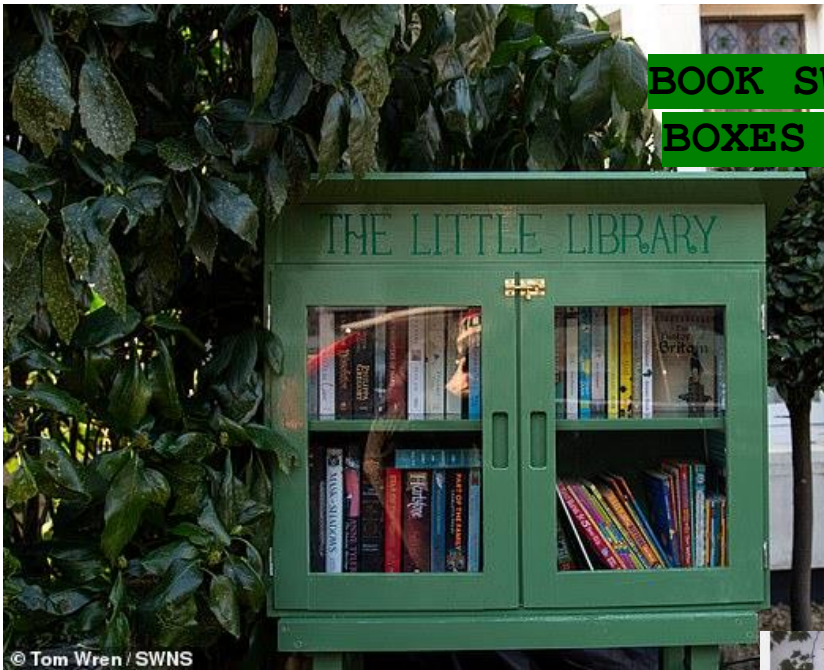
Advice:

To receive and note.

Summertime Stories

By Witham Town Council

**BOOK SWAP
BOXES X2**



FOOD VAN



STORYTELLING

RAFFLE

**FREE
STICKERS**



**COLOURING
STATION**



www.coloringpages101.com

Event Idea

- Summertime Stories to invite families to relax, read and book swap with others. To encourage families to get into reading by making a fun event and socialise with others in the community.
- What's on offer? Free entertainment, free colouring station to take home, free stickers, free book swap area, free area to sit, read & relax and a food van to enjoy a spot of lunch

Details

- 500 capacity
- Gazebo for raffle
- Gazebo for colouring station
- Storytelling entertainer
- Food van
- Book swap box x2
- Area for reading and socialising (tarpaulin on grass)
- Few big cushions / cosy décor to encourage reading and sitting
- Same location as Teddy Bears Picnic
- Music playing Bluetooth speaker when no storytelling?

Costings

- Décor
- Stickers
- Book swap boxes / stands
- Entertainer

Mid and south Essex residents are invited to attend events to share their views on proposed changes to NHS services



As part of a public consultation to gather views on proposed changes to services provided at community hospitals, mid and south Essex residents are invited to attend a local event to **share their feedback**.

The proposals under consideration are:

- potential changes to the places where some community hospital intermediate care and stroke rehabilitation services are provided,
- making permanent the temporary move of the freestanding midwife-led birthing unit from St Peter's Hospital, Maldon to the William Julien Courtauld Unit at St Michael's, Braintree.
- the possibility of moving all other patient services at St Peter's Hospital, Maldon to other locations, mostly in and around Maldon.

Representatives from the NHS in mid and south Essex will be **attending events across mid and south Essex in February and March** to share information, answer questions and gather views from residents.

Residents are invited to register now for any of the other upcoming events by searching 'MSE Virtual Views' or by clicking the button:

Mid and south Essex events

In person event dates

For events you can register for in advance, please click the links below.

- **Basildon:** 5 February at the Basildon Happy Hub from 2.30pm to 3.30pm
- **[Thurrock](#):** 5 February at the Beehive Centre, Grays from 6pm to 7.30pm
- **[Chelmsford](#):** 7 February at the Civic Centre, Chelmsford from 6pm to 7.30pm
- **Maldon:** 9 February at Morrison's Supermarket, Maldon from 10am to 5pm
- **[Southend](#):** 15 February at the Forum, Southend from 5pm to 6.30pm
- **Maldon:** 22 February at Blackwater Leisure Centre, Maldon from 10am to 4pm
- **Burnham-on-Crouch:** 6 March at Ormiston Rivers Academy, from [4pm to 5.30pm](#) and [6.30pm to 8pm](#)

Online dates

For events you can register for in advance, please click the links below.

- [Maternity](#): 12 February from 2pm to 3.30pm
- [Stroke rehabilitation](#): 13 February from 2pm to 3.30pm
- [Intermediate care beds](#): 15 February from 10.30am to 12 noon
- [Outpatient services](#): 26 February from 2pm to 3.30pm
- [All changes](#): 28 February from 6pm to 7.30pm

Public Consultation Hearing

A registration link will be made available closer to the event date.

- **Maldon**: 19 March at Maldon Town Hall, Maldon from 12.30pm to 8pm

This is an event that gives people the opportunity to present evidence or tell us their views on the proposals directly. For more information or to register interest in providing evidence, please email: PublicConsultationHearing@wearestand.co.uk

Dr Matthew Sweeting, Interim System Medical Director for NHS Mid and South Essex Integrated Care Board, said: "Our doctors, nurses, therapists and other staff want to make sure that they can provide the best possible care.

"Our clinical teams have been developing different proposals around these services so that we can openly share information through a wide public consultation.

"It's important we involve people in any decisions that might affect them. Attending locations across mid and south Essex will be an opportunity for us to find out more about proposals and hear the views and experiences of people that use the NHS services we are consulting on.

"We are keen to explain to local people the challenges we have been facing, and the different ways we think we could make services better."

Residents living in mid and south Essex can also **complete an online survey** on the proposals.

Find out more about the consultation, proposals and how to have your say on the NHS Mid and South Essex Virtual Views website:

Virtual Views

14/02/2024

Witham Town Council

Page 1

09:46

Detailed Income & Expenditure by Budget Heading 31/01/2024

Agenda Item : 12a

Month No: 9

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
300 Community							
1300 Information Sales Income	43,831	75,000	31,169			58.4%	
1310 Witham Festival Income	6,260	1,500	(4,760)			417.3%	
1311 King's Coronation Income	1,628	500	(1,128)			325.6%	
1509 Christmas Events	5,641	750	(4,891)			752.2%	
Community :- Income	57,360	77,750	20,390			73.8%	0
4301 Community Team PAYE/LGPS	64,845	82,886	18,041		18,041	78.2%	
4302 Events PAYE	230	0	(230)		(230)	0.0%	230
4303 Safer Streets PAYE/LGPS	1,841	0	(1,841)		(1,841)	0.0%	1,841
4305 Remembrance	995	1,200	205		205	82.9%	
4310 Silver Cinema	80	300	220		220	26.7%	
4315 Town Clock	0	1,500	1,500		1,500	0.0%	
4340 Christmas Decorations	8,424	10,600	2,176		2,176	79.5%	
4345 Information Centre Purchases	29,052	65,000	35,948		35,948	44.7%	
4355 Information Centre Administrat	1,517	3,250	1,733		1,733	46.7%	
4360 Community Grant Aid	5,000	15,000	10,000		10,000	33.3%	
4365 Citizens Advice Bureau	10,000	10,000	0		0	100.0%	
4371 Community Safety	0	1,500	1,500		1,500	0.0%	
4372 CCTV	9,661	10,000	339		339	96.6%	
4373 Special Constable Expenses	1,656	5,000	3,344		3,344	33.1%	
4374 Special Constable Recruitment	289	1,000	711		711	28.9%	
4375 Other Community Support	622	1,500	878		878	41.5%	
4376 Halloween	1,816	2,000	184		184	90.8%	
4377 Easter Trail	1,313	1,650	337		337	79.6%	
4380 Witham Festival	25,815	23,000	(2,815)		(2,815)	112.2%	
4381 King's Coronations	9,550	10,000	450		450	95.5%	
4382 Civic Event	2,262	2,500	238		238	90.5%	
4390 Christmas Events & Tree	6,338	3,200	(3,138)		(3,138)	198.1%	
4395 New Events Improvements	967	1,500	533		533	64.5%	
Community :- Indirect Expenditure	182,272	252,586	70,314	0	70,314	72.2%	2,071
Net Income over Expenditure	(124,911)	(174,836)	(49,925)				
7000 plus Transfer from EMR	2,071						
Movement to/(from) Gen Reserve	(122,840)						
Grand Totals:- Income	57,360	77,750	20,390			73.8%	
Expenditure	182,272	252,586	70,314	0	70,314	72.2%	
Net Income over Expenditure	(124,911)	(174,836)	(49,925)				
plus Transfer from EMR	2,071						
Movement to/(from) Gen Reserve	(122,840)						

A/c Code	4372 CCTV				Annual Budget	10,000
Centre	300 Community				Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
Opening Balance					0.00	
1	01/04/2023	433	Journal	CCTV Mtce cover 1/4-30/9	1,925.00	
1	01/04/2023	437	Journal	BT CCTV Broadband 1/3-31/3		53.78
1	01/04/2023	437	Journal	SSE Unmetered CCTV		75.96
1	11/04/2023	DD	Cashbook	Monthly broadband charge	53.78	
1	21/04/2023	DD	Cashbook	CCTV electricity 2/3-3/4	75.96	
1	21/04/2023	DD	Cashbook	Incorrect Payee name		75.96
1	21/04/2023	DD	Cashbook	CCTV electricity 2/3-3/4	75.96	
2	04/05/2023	DD	Cashbook	Broadband charges	156.06	
2	10/05/2023	DD	Cashbook	Broadband charges	61.53	
2	22/05/2023	DD	Cashbook	Unmeter elect 4/4-2/5	68.31	
2	31/05/2023	BACS	Cashbook	Refund for cancelled services		13.60
3	05/06/2023	DD	Cashbook	Monthly service charges	107.48	
3	05/06/2023	DD	Cashbook	Monthly broadband charges	86.44	
3	19/06/2023	DD	Cashbook	CCTV electricity 3/5-1/6	70.37	
4	10/07/2023	DD	Cashbook	Monthly broadband charge	98.30	
4	12/07/2023	BACS 12441	Cashbook	Serv's and charges till 15/6	57.73	
4	21/07/2023	DD	Cashbook	Unmeter CCTV electricity	73.90	
5	08/08/2023	DD	Cashbook	Broadband	98.30	
5	21/08/2023	DD	Cashbook	Unmeter CCTV elec 4/7-1/8	68.31	
5	22/08/2023	BACS 12550	Cashbook	Replace camera no.4	493.18	
6	06/09/2023	BACS 12555	Cashbook	Maintenance contract 1/10-31/3	1,925.00	
6	08/09/2023	DD	Cashbook	Monthly broadband charges	98.30	
6	21/09/2023	DD	Cashbook	Unmeter CCTV elect 2/8-1/9	72.13	
7	09/10/2023	DD	Cashbook	CCTV broadband charges	98.30	
7	20/10/2023	DD	Cashbook	CCTV electricity	72.13	
8	08/11/2023	DD	Cashbook	Mnthly broadband charges	565.86	
8	20/11/2023	DD	Cashbook	Unmeter CCTV elec 3/10-1/11	70.37	
8	20/11/2023	BACS 12702	Cashbook	Maintenance of CCTV camera's	3,407.30	
Account CCTV					Account Totals	9,880.00
Centre Community					Net Balance Month 9	9,660.70



ITEM NO: 13

Officer Report: Street Warden two Weekly report: 1- 15th December 2023

I have been patrolling Witham every day since my start date of 1st December, I start my day either walking with pupils from Maltings or Rickstones Academy, then I start walking to the Town Hall where from I head out a different way each time. I roughly cover between 12-15 miles a day, talking to people letting them know who I am, who I represent and what I am trying to achieve answering questions from the general public as I walk around on my rounds.

Tuesday 5th December

A gentleman along riverwalk failed to pick up his dog's mess, I approached him and he apologised and picked it up and placed in a dog waste bin.

Wednesday 6th December

A homeless gentleman sitting in Newland Street with a begging sign, which led to me receiving complaints from members of the public and some shop owners. He had various food and drinks by his side on the ground, so I asked him to move on but he wasn't interested in taking his food and drink and he just took the cash and he placed the food in the bin.

Thursday 7th December

There were three youths sitting on a bench between some shops, one threw rubbish at bin and missed, as they got up to leave and walk away, I spoke to them and asked them to go back and put it in the bin, which they did.

Thursday 7th December

A glass bottle smashed on ground by a local shop, I went in there and asked to borrow a dustpan and brush, so I could clear away all the glass and place it in a nearby bin.

Monday 11th December

An elderly lady tripped on the pavement and swung around and came down smashing the back of her head on the pavement and I was first on the scene. With the help of her husband, we took her back to the Town Hall, so we could check she was okay and administer first aid. I then helped her husband to take her to their car and she went home.

Monday December

Two teenagers were throwing cards at a bin on the path by Asda and they had missed, so there were cards all over the ground. I asked them to please pick them up and if they didn't want them to place in the bin, or to take them home with them.

Wednesday 13th December

This morning, I came across a homeless gentleman, who I had seen previously. He was sitting on the ground on a blanket with a sign asking for money. He was surrounded by various cakes and drinks which he didn't seem to be interested in having. There was a homeless minibus in the grove centre and I said to him he could come with me and we would go to the bus and they would possibly be able to help him. I had spoken with the people before hand and they said if he came to the bus, they could find him temporary housing. He then told me he had a girlfriend also sleeping rough, so he said he would go and find her then return to the bus, but he never returned, all the food and drink again was placed in the bin by himself.

Thursday 14th December

A group of teenagers throwing a student's bag around and up in the air, generally causing the student general misery. I obtained the bag back for the student and I spoke to the group of teenagers about the incident and the way they were behaving. I then walked the student towards his house leaving the group behind.

Thursday 14th December

A woman was clearly disturbed and upset about people watching her when they were not. I walked her to a local shop to get something to eat and then walked her home.



ITEM NO:

Officer Report: Street Warden's 2 Weekly Report: 18th December 2023 – 5th January 2024

Monday 18th December 2023

I spoke to four teenagers who were kicking a football in the one of the shopping centres. We had a chat and I asked them if they would mind if they took their ball and played in the park. There were young children and elderly shoppers walking around the centre and the teenagers were kicking the ball extremely hard against the walls of the shops, they moved on and as I patrolled later on during the day they were still playing there.

I helped at a local school advising parents about parking outside the school where cars are parked all over the yellow zig zag lines that have keep clear in written in them. Both the school and a local shop shared the concern about the young children when they come and go to school. The parents agreed they shouldn't be parked there, but they told me they felt there was always a problem with parking.

Tuesday 19th December 2023

I spent the morning patrolling the River Walk, there were a group of teenagers throwing branches and stones down beyond the duck pond, when I approached them and spoke to them, they all dropped what they had in their hands and told me they were sorry, but they didn't think what they were doing was causing too much trouble.

In the afternoon I was out on patrol with one of the Special Constables, we walked around the town and called in on local shops. We spoke to a person riding a motorised scooter on the path and when we went along the River Walk a man was riding along the path at a very fast pace and the Officer informed him that he can confiscate his scooter and he shouldn't be riding through the riverwalk.

We then called in on a local shop who was having problems with shoplifting and I informed them I would be calling in on a regular basis to see how things are going. We ended up at a local school where we had parking issues the day before and the police were able to help advise parents about their parking.

Wednesday 20th December 2023

There was a dog left unattended outside Icelands whilst the owner was inside shopping, while they were inside the shop a gentleman with a smaller dog which he had on a lead was troubled by the bigger dog which was off its lead and not tied up.

The gentleman complained about the bigger dog which was off its lead, so I went in to the store and confronted the owner and said her dog should be safely secured whilst its outside a store on its own. She followed me out to tie her dog up, I spoke to the gentleman with the small dog and he was happy the dog was now tied up.

I participated in two hours CCTV training from 10.00am until 12.00noon.

I stopped the same man riding his motorised scooter through the river walk and explained to him that we had spoken to him the day before about riding his scooter.

Stopped a different person riding his scooter very fast through the Newlands shopping centre.

Thursday 21st December 2023

I found a tent pitched up in town, which had various bottles laying around outside it, but there was no sign of anybody there. When I got back to the town council, I sent an email to street link informing them about the tent and his tent. They sent me an email back saying that they would investigate and let me know what they find.

Friday 22nd December 2023

Walking through the Maldon Road Park, a man on an electric scooter was going at a high speed and there were several mums with their children walking the opposite direction to obtain access to the swings in the playground. I stopped the young man on the scooter to have a chat about his speed and advised him he shouldn't be riding his scooter through that park or along the River Walk in general.

I carried on walking towards Elizabeth Avenue and two dogs were fighting down Maldon Road, both owners were rushing towards the dogs. They separated the dogs and put them back on their lead and they informed me both dogs are usually very good, that's why they let them off their leads, but I said they need to be more careful as there are other people using the park as well.

2nd January 2024

I spoke to three young lads in a local shopping centre that were messing around with tin cans and swearing very loudly, it was not very nice to listen to for people going through to do their shopping. They moved on and I didn't see them the rest of the day.

2 young girls sitting outside the barbers with an older chap who had a dog with him not on a lead, lots of rubbish laying around them on the ground, I watched to make sure that they took their rubbish with them and they put it in a bin that was nearby.

Wednesday 3rd January 2024

While walking through the shopping centre the manager of a local shop came running across to me to tell me that she had just had a shoplifter in and he had walked down the front and back aisle and grabbed a load of stock from the shelves and had run out the store.

We went and had a look at their CCTV and we had a good image of the person shoplifting. The manager had sent the image to the police and to me, so we could keep an eye out in the future in case he comes back.

Thursday 4th January 2024

Started my morning walking up to Maltings Academy, one group of students were throwing tin cans at a bin and generally making a nuisance of themselves in the shopping centre. I told them to pick their cans up and put them in the bin.

I asked why they weren't going to school as it was way past 9.00 o'clock and they told me they were going so walked with them chatting to make sure they went to school. When I came back to the shopping centre some people were acting suspicious outside a shop, so I stood back and observed them for a while and when they went in, I followed and spoke to the Manager.

They were attempting to steal from the shelves but when questioned by myself and the Manager they decided to leave, we checked the store's CCTV and they were attempting to steal goods from the shop. The store was going to send their footage to their head office and then the Police.

Friday 5th January 2024

There was a lady that was sitting outside on a bench, but she was being harassed by a group of teenagers, as she tried to walk away, they tried to push her stick away and they were spitting at her.

She went into a shop for refuge but they followed her in, so when I got there, they had left, but I talked to the staff and the lady. I also took their descriptions and have passed on to the police, I gave out my cards and told them if it continues to happen to ring me and if I'm nearby I will see if I can come and help.



ITEM NO:

Officer Report: Street Warden 2 Weekly Report: 22nd January 2024 – 7th February 2024

Monday 22nd January 2024

I went to see the same member of the public who was having trouble with children last week. I advised her it would be a good idea to leave the town around 3pm and head home, so that she wouldn't have so many interactions with the children.

I gave her an alarm so that she could set it if she was feeling threatened by the children, and members of the public would be able to see what was going on and hopefully offer some assistance.

Tuesday 23rd January 2024

I went into a local Church to see if I could get some food for a local homeless person. They let me have 2 egg rolls and a cup of tea.

Wednesday 24th January 2024

A member of the public tripped on the pavement outside a local shop, they had fallen and hit their knee, wrist and head. I went to their aid and looked at their injuries and decided it was best to pick her up to move her back to the Town Hall, where I dressed their knee and gave them ice packs for their wrist. I also gave them an antibacterial wipe for their face as it was grazed.

I photographed the pavement and sent the pictures to the office, so they could send an email to whoever it concerned. I then went to a local school where two children who do not attend were outside shouting homophobic insults to the pupils coming out, I tried to get footage but this was not possible as they had masks over their face. I ensured I spoke to police about the incident.

Thursday 25th January 2024

I received a call from a local shop and they said they had a busker outside their shop and they had spoken to their centre manager, but he wasn't available, so told them to ring me and ask me if I could move him on.

When I engaged the busker, he told me he didn't have a licence. He asked if he could move elsewhere and I said if he doesn't have a licence then he should not. I went into a local business to talk about what I was doing and they were all very pleased and a lot of older people said that they felt safer now shopping in Witham because they knew I was walking around.

Friday 26th January 2024

I walked around the River Walk today engaging with the public that I came across. They were asking questions about what I am doing and I was happy to answer their questions and engage with them. A mum with her small children were walking and playing on the field at the bottom of Guithavon street and one fell over and cut his knee on the ground.

As I was walking past, I offered my assistance and carried out first aid on his hand and his knee and asked his mum if he was allergic to any plasters, she said no so I dressed his knee with a plaster. Afterwards I walked with them for a little while having a chat.

Monday 29th January 2024

I walked to several local schools that cars parking inappropriately, but when I stand down there and the cars see me standing there, they make their parking a bit more sensible. After the school I walked towards the library and the memorial gardens.

I had been looking for a homeless person who had been spotted around the town and who had been trying to sleep in the public toilets. I then went down towards a local shop to see how they were getting on with their shoplifting problems. I spoke to a local safeguarding teacher who is having trouble with a small number of children who don't attend that school. The children also shout homophobic insults and informed her that I was going to file a report for hate crime on 101 websites, so that the police can investigate.

Tuesday 30th January 2024

I spoke to the police informing them that I had obtained from CCTV from local shops that were having shoplifting issues. I spoke to the store and they said that they needed to make sure that they reported the shoplifting crime, so that they would get a crime number, so it could be investigated.

Wednesday 31st January 2024

I met a representative from DASS in the Town Hall to help a local homeless person. We helped him to fill out some forms and took him to the job centre, so that he could start his claim for benefits. We made an appointment for him to see a nurse at the health centre.

Thursday 1st February 2024

The homeless gentleman turned up at the Town Hall with proof of National Insurance number so we photocopied the document and sent it to the B.D.C housing department.

Monday 5th February 2024

A man who had suffered domestic abuse from his partner came into the Town Hall to see me to see if I could help him. He hadn't eaten as he left his home, so I took him to get something to eat. I took him to the jobcentre so he could see where it was.

Tuesday 6th February 2024

A man was seriously drunk in Maldon Road Park, sitting on a bench being sick, so I helped his mum move him into the recovery position on the bench as he was being sick. His mum was waiting for his girlfriend to take him to Broomfield, so I insisted that we call an ambulance.

I spoke to the ambulance call handler while I managed the patients' airways and observed his breathing, while I was talking to the operator, they told me the ambulance was on route and his breathing was very shallow. I was ready to give CPR, but ambulance turned up within 10 minutes.

I helped the ambulance crew to get him into the ambulance and I opened the gates to Maldon Road Park, so we could get the ambulance in.

Wednesday 7th February 2024

I had a meeting between 10am-12pm regarding community safety. I patrolled the town and interacted with some people I had helped previously.



ITEM NO:14

Officer Report: Social Media Report – 1st November 23 – 31st January 24

Issue:

The most popular posts on social media in the last 3 months have been:

Facebook: Witham Wednesday – Newland St sunset – 208 likes

Instagram: Reel of our Christmas Decorations – 26 likes

X: Our Events Programme for 2024 - 5

The posts that reached the most people through the algorithms of social media:

Facebook: Witham Wednesday Newland St sunset– 9k

Instagram: Introducing Paul Wiseman – 334

X: Witham Wednesday – Flooded path at Finger Post– 497

Traffic on our social media pages:

Facebook visits: 11,592 New followers: 36 Total Followers: 3,847 People reached: 78.7k

Instagram visits: 241 New followers: 40 Total Followers: 795 People reached: 625

X visits: unknown New followers: 5 Total Followers: 267 People reached: unknown

Due to work on the X platform (previously Twitter), not all information is available.

We continue to post daily Monday to Friday, promoting WTC events and any other WTC initiatives. On Tuesdays we post or share something climate related, on Wednesdays we post a Witham picture, on Thursdays we post anything relevant to the weekend, e.g. Sunday Cinema and on the first of each month we post the upcoming meetings for that month. We also share anything that is relevant to the community, such as the cycle path survey

Advice:

To receive & note