



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

Meeting of: **Community Committee**

Date: **Monday, 25th November 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	R.P.	Ramage	(Chairman)
		J.C.	Bayford	(Vice Chairman)
		K.L.	Atwill	
		P.R.	Barlow	
		J.C.	Goodman	
	Miss	C.	Jay	
		M.C.M.	Lager	
	Mrs	S.C.	Lager	
		C.S.	Livermore	
		T.A.	Pleasance	
	Miss	M.L.	Weeks	
		R.	Williams	

1. **APOLOGIES**

To receive apologies for absence.

2. **MINUTES**

To receive the Minutes of the Meeting of the Community Committee held 22nd October 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. CCTV

(a) Presentation

Mr Spencer Clark, Public Protection Manager at Chelmsford City Council, and Mr Ryan Mitchinson from Link CCTV, will be attending the Meeting to discuss plans for extending the CCTV system.

(b) SMART Devices

To seek an update from Mr Spencer Clark regarding the ability of Police Officers to view Witham CCTV images on their SMART Devices.

(c) Cameras

To seek an update on cameras currently not working.

6. ESSEX POLICE

(a) Special Constables

To receive a report regarding Special Constables and the presentation held at the Town Hall on 19th November 2019 ([attached](#) at page 5).

(b) Police Bulletin

To receive the Police Bulletins for September and October 2019 ([attached](#) at page 6).

(c) Street Weeks

To receive a request from Councillor Miss C. Jay to hold a Street Week.

7. COMMUNITY SAFETY TASK AND FINISH GROUP

(a) Minutes

To receive the Minutes from the Community Safety Task and Finish Group held 21st October 2019 ([attached](#) at page 14).

(b) Secure Locker

To receive a letter from the Police, Fire and Crime Commissioner for Essex ([attached](#) at page 16).

8. TOWN CLERK'S REPORT

To receive a report from the Town Clerk on matters arising ([attached](#) at page 17).

9. COMMUNITY BUDGET

To receive and consider the draft 2020/2021 Community Committee Budget ([attached](#) at page 18).

10. BUSINESS PLAN

To receive and consider the draft 2020/2021 Community Committee Business Plan and Budget ([attached](#) at page 19).

11. SOCIAL ISOLATION

(a) **Report**

To receive a report from Councillor Mrs S. Ager ([attached](#) at page 21).

(b) **National Association of Local Councils' Report – Reaching Out**

To receive the NALC's Report – Reaching Out, A Guide to helping principal and local councils tackle loneliness (Hyperlink - [Reaching Out guide to helping councils tackle loneliness](#)).

(c) **Town & Parish Councils – Community Cohesion and reducing loneliness**

To receive a letter, leaflet and the Parish Council Survey, as completed so far by the Office, and to seek amendments or additions (BDC has extended the time limit for completion) ([attached](#) at page 22).

12. DICKENSIAN EVENT

To receive a report on the Dickensian Event to be held Saturday, 30th November 2019, followed by the switching on of the Christmas Lights at 5.30 p.m. ([attached](#) at page 27).

13. CHRISTMAS CAROL SERVICE

To note that the Christmas Carol Service around the Christmas Tree will be held on Wednesday, 11th December 2019 at 7 p.m.

14. INFORMATION CENTRE

To receive details of Information Centre statistics for September and October ([attached](#) at page 28).

15. TOWN CENTRE REGENERATION STEERING GROUP

To receive the Minutes from the Town Centre Regeneration Steering Group Meeting held 17th October 2019 ([attached](#) at page 30).

16. YOUTH TASK AND FINISH GROUP

(a) **Minutes**

To receive the Minutes from the Youth Task and Finish Group Meeting held 8th November 2019 ([attached](#) at page 32).

(b) **Membership**

To seek a replacement Member for Councillor J.C. Bayford who wishes to stand down from the Youth Task and Finish Group.

17. SOCCABILITY

To receive details of the Soccability scheme ([attached](#) at page 33).

18. VE DAY 75 TASK AND FINISH GROUP

To receive the Minutes from the VE Day 75 Task and Finish Group Meeting held 15th November 2019 ([attached](#) at page 34).

19. COMMUNITY REPORTS

To receive reports from Town Council representatives on outside bodies ([attached](#) at page 36).

20. FIRE SERVICE CONSULTATION

To receive details of the Fire Service Consultation which will close on 13th December 2019 ([attached](#) at page 38).



James Sheehy
Town Clerk

JS/GK/19.11.2019



ITEM NO: 6(a)

Officer Report: Special Constables

Issue:

Access to the Town Hall

All Witham Special Constables have now been issued with keys and alarm fobs to the Town Hall so that they can gain access out of office hours for a comfort break.

The following email was received –

As I'm sure you are aware, Special Constables have a rank structure similar to regular officers.

We have recently held a series of promotion boards and Jason Wintin has been successful in promotion to Special Inspector.

As of this week, Jason is posted to Tendring Policing District which means he is unable to continue in the role of Community Special Constable for Witham.

Lorne and Simon were also successful at the boards but will remain in the Braintree and Uttlesford Policing District which means they will both continue in their Witham CSC roles.

Jason's posting is with the Community Policing Team so I am sure he will promote the CSC scheme for the two parishes in that district.

Best regards

Les Hawkins

Specials Supported Policing Coordinator
Specials Command

Advice:

To receive and note.

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Agenda Item 6(b)

September 2019 Updates

We continue to focus on gathering intelligence and community engagement through increased visibility. There are several community events through September that we have supported including the Puppet Festival and birthday celebrations for The Community Hub & the Witham Hangout. We also supported the Witham Local Community Meeting on 10th September 2019 and attended the Council Community Meeting on 30th September. During September we also had an Essex Police media post & article in the Braintree & Witham Times promoting the CSC role in the Community with youth groups.

31st August

The Witham Community Special Constable team were awarded Special Constabulary Team of the Year 2019 at their annual awards recognising that we are trying to deliver the objective set out between Essex Police and Witham Town Council.



2nd September

Attended 'The Hub' first birthday event on behalf of Braintree Police & Witham CSC. Listened to attendees and received a request from Deputy Mayor Ronald Ramage & Councillor Kevin Atwill for a "ride along" to understand what we cover while out on shift. This is a specific request to the Witham CSC team to demonstrate our involvement in the community. We will discuss this with the CPT & Town Team Sgt to determine the best way to facilitate this request. Following the event at The Hub I continued high visibility foot patrols in Witham where I conducted a STOP/SEARCH on a person in town based on previous intelligence. I then seized Class B drugs from a person on the River Walk while I was on the way to an incident in Spa Road and then carried out a further three STOP/SEARCHES on persons found in Witham Town Park based on intelligence from a Greenfields employee the week before. Class B drugs were found and one of the three was dealt with by the issue of a Community Resolution with the assistance of the Town Team.

7th September

We attended the Witham Hangout 1st Birthday celebrations at Parkside. We also conducted patrols in the town centre & park and around the River Walk. During the day we engaged with local residents handing out leaflets advertising the Local Community Meeting and discussing local issues with the residents. We were able to liaise with a number of local businesses to leave leaflets or posters in their premises. We are seeing a significant improvement in public engagement and this hopefully will encourage residents to report any issues.



10th September

Attended the Local Community Meeting with CPT Officers where we met with a small number of residents to discuss current issues, share our findings and request that crimes must be reported to Essex Police. We still see a number of incidents reported immediately on social media groups but then not reported to police. There is no tool that enables this information to be retrieved & disseminated from social media. Advice was provided to report via CrimeStoppers, contacting the local councillors, reporting online through the Essex Police website or contacting Essex Police on 101 and always 999 in an emergency or crime in progress.



Following this meeting we continued our CSC patrols in Witham, this included the park around Laburnum Way, Forest Road, Cypress Road & the Cemetery. During this patrol we identified a suspicious vehicle which left Witham as we recorded its details. This has now been circulated to the team for future awareness. We carried out high visibility patrols around the Humber Road estate and Maltings estate including Dengie Hall and Pattison Close based on previous reports of anti-social behaviour. We moved on to the Hatfield Road estate where we came across a female driver parked in the middle of the road. We quickly identified that she was very distressed and we were able to talk through and help her back to her home. Immediately after, a call for emergency assistance at Witham Train Station for a detained male saw us first on scene in under 5 minutes, while the LPT units ran from Braintree. This once again demonstrates that when we are on CSC duties in Witham we are able to respond first and get on scene quickly. When we arrived we took over from train staff and arrested the male for offences. When backup units arrived from Braintree & British Transport Police (BTP) attended we returned to our high visibility patrols.

13th September

We carried out mobile patrols while liaising with the Town Team officers who were carrying out checks with the various public houses in Town. We carried out patrols around Calamint Road, Foxglove Close, and Speedwell Close following intelligence reports for anti-social motorbikes. Patrols continued covering the estates and previously identified hot spots for drug use & distribution. Patrolled though the town maintaining a visible presence on the high street and close to the Public Houses.

14th September

We carried out a foot patrol beginning in the Town Centre with engagement with stall holders and Council representatives on the market and local shoppers before moving through the Newlands Shopping Centre, The Grove Centre and in to the Witham Town Park. Engaged with members of the public who praised the visible presence. On through the River Walk, Laurence Avenue, past both Howbridge schools, Dengie Close to the Community centre where we conducted searches for drug drop off locations based on previous intelligence. Foot patrol continued onto Hatfield Road estate attending Godric & Osbert Road (previous intelligence on stolen/nuisance motorbikes) engaging with residents, one of who felt there had been a reduction in ASB. Finished off the area patrolling the play park area of Alan Road. Moved on past Maltings Academy up to ASDA where we spoke to staff who reported no issues and continued on to COOP on Spa Road who also declared no recent issues. Passing Powers Hall Academy then moved on to Flora Road for a vehicle check then onto Calamint Road & Speedwell Close. Foot patrol then continued along Powers Hall End to the River Walk where we returned to the Town Centre. Spoke to Greenfields staff regarding ASB in Town Park toilets. Eventually finished patrol along Collingwood Road to the train station to return back to Braintree.

21st September

We arrived for the 20th Annual Puppet Festival at 09:00 hours commencing mobile patrols around the housing estates and through the town centre prior to the event. We attended an intruder alarm at the Fire Station on Hatfield Road before parking in Newlands Drive and continuing on foot patrols. New CSC Mark Williams and I both paired with a Braintree Special Constable to provide 2 double crewed foot patrol teams. During the initial patrols we attended an on street domestic incident and then commenced high visibility patrols in and around the various locations of the Puppet Festival. We had lots of positive engagement with the visitors and residents of Witham over the day and very pleased with the positive response we had from the younger children. We did meet up with two Braintree PCSO's who held a 'Coffee With Cops' meeting in Greggs before continuing our patrols. During the day the Council provided us with refreshment and facilities which was very much appreciated.



I did have a discussion with the Mayor during our patrol who was keen to review the opportunity for us to utilise the Town Hall as a base of operations for the CSC team. We briefly discussed the requirements for a secure facility and the Mayor stated that this would be discussed again with the PFCC.

At the close of the Puppet Festival we continued to maintain a presence around the town centre before heading out on mobile patrol once more. We then encountered an incident at the Dengie Community Centre where we disrupted a meeting between two vehicles, one of the vehicles made off from us at high speed. The vehicle was in company of another vehicle in the car park but both vehicles escaped from us this time. We have submitted an intelligence report and will look out for these vehicles in the future.

22nd September

Conducted high visibility patrols in Witham starting with mobile patrols, Conrad Road, Forest Road, Laburnum Way, Cypress Road, Church Street, Chipping Hill, Spa Road, Spinks Lane, Howbridge Road, Pattison Close, Laurence Avenue, Pelly Avenue & Elizabeth Avenue. We included the various garage areas at these locations. We attended an Abandoned 999 enquiry on Baker Way before completing patrols around the Maltings estate. We then parked up in Newland Street and conducted foot patrols through the town centre & shopping precincts before engaging with Battersford Court, The George, The Red Lion, The White Hart & The Valero to discuss a future proposal to bring a knife arch over to Witham at these locations. I am pleased to report that we had very good support for the proposal and we will look at upcoming opportunities for this operation. At this time there has been no specific intelligence about the carrying of knives or other weapons in Witham so this initial action is to demonstrate a cooperation between Essex Police & the Pubs around OP Sceptre. This is the UK wide operation against knife & violent crime from the Government in conjunction with Police Forces across the Country, to spread a positive message about keeping members of the public safe while being a visible deterrent for anybody considering carrying something in the future.

23rd September

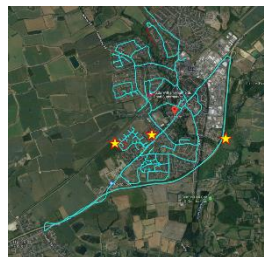
High visibility patrols conducted in Witham, unfortunately the weather was poor so driving conditions and visibility were reduced however we still covered all of the above patrol areas. Particular focus was given to side roads and observation of parked vans which have been targeted for tool thefts. During the patrol we attended an ANPR activation for a potentially drugs related vehicle on the Eastways Industrial estate and after no trace, we continued patrols in to the Freebournes estate. Further patrol around Purcell Road resulted in a STOP/SEARCH on a male discovered in an area known for drug use. During a drive past at Witham train station we disrupted drug activity outside the Albert Road entrance.

26th September

On arrival in Witham we attended a broken down vehicle on the A12 Witham bypass and with the assistance of a Traffic Unit we were able to move a young family and their car into a place of safety and off the carriageway. High visibility patrol on Hatfield Road estate including Allectus Way, particular focus on any activity in the park area behind Philip Road & Alan Road. We moved on to Highfields Road & Spa Road where we observed a large group of teenagers gathering around the entrance to ASDA. After speaking with them we were able to establish that they were just sheltering from the weather and we confirmed this with the Security guard letting him know we would be in the immediate area if required. We moved up to the Humber Road estate and then on to Flora Road where we were visible in each of the roads including Foxglove, Speedwell & Calamint. We then crossed Flora Road into Rosebay Close and covered most of the estate including Honeysuckle Way & Bramble Road. We moved patrol on to Church Street, exiting the vehicle at Ebenezer Close to conduct foot patrol towards the River Walk and then on to the footbridge over the rail way track up to the Cherry Tree Public House on Cressing Road. During these foot patrols we were looking into empty garage

units & hedgerows & behind fences looking for signs of drug activity and potential locations for stashed weapons in support of #OP Sceptre.

Due to the recent reporting of vehicle crime on social media we reviewed the Witham Neighbourhood Watch page and immediately saw a report of three people acting suspiciously around vehicles on Christina Road on the Hatfield Road estate. In this instance the suspicious activity had also been reported to Essex Police which creates a record for future intelligence. We did speak with the informant who was pleased with our quick presence and we provided safeguarding advice after conducting a complete area search of all surrounding roads on the estate. A suspect vehicle was partially identified and another Braintree unit also assisted in the area search. After this incident we carried out a STOP/SEARCH on a male on Hatfield Road for possession of cannabis and a Community Resolution was issued and the drugs seized for destruction.



30th September

We attended the Witham Town Council Community meeting to report our current progress and to convey the continued message for people to report crime through the correct police channels or CrimeStoppers rather than social media platforms so that we can respond appropriately. A knife amnesty bin was discussed for Witham to allow local residents to dispose of any items safely and anonymously to help reduce knife & violent crime. We also raised the issue regarding CCTV access for the Witham cameras so that it is available for us to use while out on patrol through our mobile devices. The Council agreed to lobby Essex Police to have this service enabled.

In addition a Councillor raised concerns over the latest vehicle crime affecting the town with work vans being targeted for tool thefts resulting in criminal damage and affecting businesses. We provided advice about securing vehicles, removing tools from vans overnight and ensuring that all incidents are reported in as much detail as possible in order to help us tackle this crime. To support this we will continue to patrol Witham providing a high visibility deterrent where possible.

Following the Council meeting I attended a single vehicle accident involving a pedestrian and a theft in the Town Centre which was resolved through a Community Resolution.

This concludes the summary report for September 2019.

October 2019 Updates

This month will include Halloween so there may be an increase in anti-social behaviour towards the end of the month. In other towns nearby some of this has already been reported. High visibility patrols will be important. We will also carry out speed checks in areas identified by local residents.

October 4th

We carried out initial mobile patrols on the Forest Road Estate including Laburnum Way. We moved up to Allectus Way to patrol an area where recent social media posts and one reported incident raised concerns over suspicious activity connected to potential theft from vans. Patrolled around the Maltings Estate and Howbridge Road, Dengie Close, Dengie Community Centre and Pattison Close. These areas we try to patrol regularly due to previous intelligence around the use and distribution of drugs. We revisited these areas through the evening but there was no evidence of this and with a reduction in further reports, hopefully our visibility is making a difference.

Moving into town we commenced foot patrol in the Newlands Drive car park where we encountered a small group of travellers that had stopped. Due to the number of vehicles this did not qualify as an unauthorised encampment so on guidance we recorded all details and offered some alternative options to the travellers when they moved on. The ParkSafe team were present and after agreement with the travellers they agreed to pay for all of the spaces they were using, therefore there were no offences identified. After this we moved in to the Lockram Lane car park and into “Charlie’s Bar” where we introduced ourselves and made them aware of our presence during the evening in case there were any concerns. We then moved on to the George and The Red Lion before continuing in to The Grove Centre, Maldon Road, Newland Street, Kings Chase and Witham Town Park. There were a number of people out and about in town but no reported issues. After commencing mobile vehicle patrols again we attended two different ANPR activations on the B1389 Witham but with no trace. We assisted a broken down vehicle on the B1018 outside The Railway and then continued patrols around the estates checking on recently targeted areas for theft of tools from vans.

October 8th

In company with PCSO Endersby we carried out speed checks on Rickstones Road following continued reports from a nearby resident that there is an ongoing problem at specific times of the day and night. During these checks three vehicles were stopped with one reported for speeding at 48mph and two other drivers at 37mph recommended to attend a speed awareness course, however, the majority of vehicles (approximately 60) were all adhering to the 30mph limit which was encouraging. We will continue to look at this through the month although checks in the evenings or nights and inclement weather can be prohibitive to the checks for safety reasons. In this instance we will continue to patrol the area and increase the visible presence as a deterrent. We then carried out a foot patrol in town calling in to the Town Hall where we discussed supporting the upcoming Community Safety pop-up stall.



After returning to Braintree I changed crew and with PC McPherson from the Witham Town Team and we attended Powers Hall Academy to provide a talk about our role in the community to Year 3-6 (ages 7-11) This was very well received and we had some very positive engagement with two thirds of the children indicating they wanted to join the police with a show of hands. We also had some great questions and we planned to attend again in the future. Due to our presence we carried out car park patrol at school pick up time where we carried out a STOP/SEARCH on a driver who came to our attention. An intelligence report has been submitted. After the children had been collected we carried out a mobile patrol heading towards town along Spa Road, where I observed a car parked in the gravel parking bay adjacent to the skate park. On checking on this vehicle we found a group of older males had been carrying out drug related activity at the skate park. We carried out a STOP/SEARCH on one male locating cash but no drugs. There were a number of school children in uniform in the skate park on scooters and bikes so in conjunction with the Town Team Officers & CPT Officers we will be

stepping up patrols in the area to try and prevent this behaviour. An intelligence report has been submitted for all details including vehicle relating to this incident.

October 11th

We conducted high visibility patrols in the Courts estate, Forest Road and Cypress Road and into the new estate by Rivenhall Golf Club. We then moved on to the town centre with both Newlands Shopping centre and Grove shopping centre covered on foot, we continued across Maldon Road and into the Witham Town Park before looping back to the Tesco car park area which had previous reports of drug dealing in the vicinity of the Parkside Youth Centre. We then extended our vehicle patrol to include the Freebournes Industrial estate and Perry way. Travelling along Maltings Lane and into Gershwin Boulevard where a proactive vehicle stop saw a seizure for no insurance and driving without a licence, the driver was then arrested for a public order offence with assistance from Braintree LPT. Finishing off the patrol we included Cressing Road area checks.



October 12th

I attended the first Witham Town Council pop-up stall about Personal Safety which was held in the entrance of the ASDA store in Highfields Road, Witham. The stall which was staffed by various Councillors over the day promoted safety in the community and asked residents to submit any concerns they may have. With my attendance there were numerous times that members of the Public approached me or were referred to me by the Councillors mostly for them to praise Essex Police for the visibility and the efforts that the team are putting in around Witham. They have noticed an improvement in the Town and when I pointed out the growth of the Witham CSC team, the new Town Team and CPT dedicated to Witham they felt as though this was a step in the right direction. Several residents however did comment at the lack of a Police station in Witham, which would of course help with increased deployment opportunities. During the event I was approached by a shopper who provided me with enough information to raise an intelligence report which has been submitted in connection with drugs. I was also very happy to be recognised by a number of pupils from Powers Hall Academy from my talk a few days earlier.



October 18th

Immediately upon leaving Braintree Police Station we attended an incident in Witham for a high risk missing person who had left home earlier that evening and disappeared with no trace. Numerous units were already assigned however we joined the search incorporating Armond Road, Powers Hall End, Chipping Hill, Spa Road, Flora Road, Rosebay Close and Calamint Road. Fortunately the person was located after an extensive area search, however we did make an arrest in connection with this incident and conveyed the suspect to Colchester. After processing we returned to Witham and were engaged in an area search for a vehicle associated with the distribution of drugs in the local area but there was no trace. We carried out patrols on the estates with particular attention to parked vans and some of the recently targeted areas for tool thefts including Yare Avenue and the Hatfield Road estate. Due to previous intelligence reports and a recent discussion with a local resident who confirmed ongoing issues, we were able to carry out a stop/search on two people and a vehicle in Pattison Close. We were assisted by the Town Team who were also in Witham that evening. Following a search a small amount of Class B drug was found and seized and a Community Resolution

was issued to the offender. While this may seem a small amount of the drug (bought for £10) we will continue to push the message home that Witham is not the town to come and use drugs.



October 24th

On leaving Braintree Station we headed straight for Witham to assist another unit at a Domestic Abuse incident. We removed one of the persons from the property and took them to an alternative address in Witham for safeguarding. Following this incident we carried out mobile patrols in the following areas, Hatfield Road estate, Maltings estate, Dengie Community Centre, Pattison Close before moving up to Flora Road, Rosebay Close & Honeysuckle Way. We attended Humber Road where we conducted a foot patrol along the footpath alongside the Rugby Club, this footpath leads on to Blunts Hall Road where concerns had been raised by Streetscene Enforcement of potential drug use in the area. During our patrol we did encounter a number of discarded gas canisters that could be linked to drug use. These canisters appear to be used in multiple locations across Witham for a short term drug like effect however it is not currently illegal to use. The supply of these canisters for this use is illegal and we will deal with this if a person is caught in possession of a quantity of these canisters. There was no sign of any other drug use in the area which seemed to focus on the vehicle pull in area at the Blunts Hall Road end of the footpath.



Following this we moved on to the town centre where we carried out high visibility foot patrols and visited Wetherspoons (Battesford Court), The George, The Red Lion and the White Hart to talk to the management team and provide a visible presence. No issues were reported at this time, however, an increased presence on Friday and Saturdays nights was suggested.

October 25th

High visibility patrols were conducted in the following areas, Rickstones estate, new estate by Rivenhall Golf Club, Crittall Road and Freebournes industrial areas. Then conducted foot patrol in the Town centre through Newlands and the Grove Centre before moving on to the Witham Town Park and the River Walk. During the foot patrol we visited Lidl and spoke to store manager, and engaged with staff at the White Hart and Battesford Court. Also dropped in to the Town Hall before then recommencing mobile patrols on Maldon Road, Gershwin/Maltings estate, Humber Road estate and up to Flora Road to include all of the surrounding roads. Patrolled the Railway station car parks where a member of public provided some intelligence around potential drug dealing/use from vehicles. Towards the end of the shift the marked police vehicle was parked on Flora Road to monitor traffic coming in and out of Witham and this provided a speed deterrent.

October 28th

On Sunday morning we carried out high visibility mobile patrols in the following areas, Rosebay Close, Calamint Road, Bramble Road, Honeysuckle Way, Spa Road, Humber Road including Douglas Grove (where we located a vehicle and gathered further intelligence), Highfields Road, Armond Road, Cressing Road (checked garage areas behind all properties alongside railway track) Courts estate, Forest Road, Laburnum Way, the Avenue, Allectus Way, Maltings estate and returned to Blunts Hall Road (subject of previous patrol) During this visit we found evidence of Class B drug use and an police information report has been generated for this.



We then conducted foot patrols including The Grove, Newland Shopping Centre, Newlands Street and the River Walk where we engaged with a number of residents. We returned to mobile patrols including the Freebournes, Eastways, Crittall Road and Swan Vale industrial areas before returning to the Hatfield Road estate where during patrol we carried out a STOP/SEARCH.

October 29th

We carried out patrols in Witham following intelligence reports on several vehicles connected with the supply & distribution of drugs. One vehicle was located on Allectus Way but failed to stop when requested. The vehicle was found shortly after hidden and details have been recorded, unfortunately there was no sign of the driver at this time. A request for driver details may be issued and failure to provide these details can result in 6 point endorsement. Later in the evening we pulled in to the COOP garage (Lynfields) where we approached a vehicle at one of the pumps. Due to the condition of the vehicle and the occupants wearing hoods to deliberately shield themselves we tried to secure the vehicle. The driver refused and left the forecourt at speed heading towards the A12. This was a dangerous incident due to our proximity to the vehicle as it pulled away. Fortunately a member of the public contacted Police shortly after when they noticed that this vehicle had been abandoned in Hatfield Peverel. With the support of Essex Police Rural Engagement Team we secured the vehicle which contained hunting equipment and 2 rabbits, unfortunately all of the occupants had left the vehicle but we have secured CCTV from the COOP and will be following up on enquiries. Before leaving Witham we dealt with a nuisance call for a group of teenagers causing a disturbance on Laburnum Way and after talking with them we instructed them to leave the area.

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Agenda Item 7(a)

MINUTES OF THE MEETING OF THE TASK AND FINISH GROUP (COMMUNITY SAFETY) AT WITHAM TOWN COUNCIL HELD 21st OCTOBER 2019 AT 7PM IN THE COUNCIL CHAMBER.

PRESENT:- Councillors J Bayford (Chairman), Mrs S Ager, J. Goodman, Miss C Jay(Vice Chairman), M.C.M Lager, T Pleasance

Staff: Miss N Smith - Assistant Responsible Financial Officer

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillor K Atwill and Mrs J Williams due to a previous engagement.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES OF THE PREVIOUS MEETING HELD 11th SEPTEMBER 2019

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

4. CLERK'S REPORT

The Clerk reported that invitations had been sent out to the Community Special Constable presentation that is being held at the Town Hall on 19th November in conjunction with Essex Police.

The Clerk reported that representatives from Witham Town Council would be attending the SPC Recruitment Evening at the Essex Police College on 22/10/19.

The Clerk reported that Spencer Clarke from the Chelmsford CCTV Monitoring Office is aware that the CSPC cannot access the Witham CCTV on their Milestone App and is trying to rectify the issue.

The Clerk reported that the CSPC are unable to use the Witham Fire Station as storage for their equipment due to an operational policing decision that has been made which would not be overturned. It was **AGREED** that the Clerk would contact Chief Inspector Janette Rawlingson's office for further clarification.

5. COUNCIL POP UP STALL

Members reported that the event held at Asda, Highfields Road on 12th October had fewer public attendances than previously anticipated. It was **AGREED** that issues in the two forms received from members of the public would be addressed by the Clerk and a response issued. It was **AGREED** that the next Pop Up Stall would be held in the Newlands Centre in January 2020, date to be advised.

6. HATFIELD ROAD RESIDENTS ASSOCIATION CONSULTATION

It was reported that 1.2% of forms were returned. One resident had included their name and address, stating they would be prepared to help set up a Residents Association and it was **AGREED** that they would be invited to the Town Hall for a meeting with Cllr Lager.

7. CCTV

A quote was received from Link CCTV with regards to the installation of new equipment in the town. It was **AGREED** that Ryan Mitchinson would be asked to attend the Community Committee meeting on 25th November 2019 so that members could ask both himself and Spencer Clarke for further information.

8. SPECIAL POLICE CONSTABLES REPORT

A report was received from SPC Simon Jesse detailing the shifts worked in September 2019. Members found it informative and it was **AGREED** that SPC Jesse should be thanked for producing the report and for his continued successful work within the town.

9. JUNIOR STREET PATROLS

No further information was available with regards to Junior Street Patrols and it was **AGREED** that this item would be carried over to the next meeting.

10. FUTURE COMMITTEE WORK

It was **AGREED** that the Clerk would concentrate on matters arising from the current meeting at this time.

11. DATE AND TIME OF NEXT MEETING

It was **AGREED** that the next meeting would be held at the start of January, date to be circulated.

There being no further business, the Chairman closed the meeting at 8.23PM.

NS 23.10.2019

.....
Councillor J.C Bayford
Chairman

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Agenda Item 7(b)



Keivedon Park
London Road
Rivenhall
Essex
CM8 3HB

Telephone: 01245 291600
E-mail: pfcc@essex.police.uk
<http://www.essex.pfcc.police.uk>

Our ref: 5212 2019
Date: 11 November 2019

N Smith
Assistant Responsible Financial Officer
Witham Town Council
Town Hall
61 Newland Street
Witham
Essex CM8 2FE

Dear Nikki

Thank you for your recent letter regarding secure locker storage for Witham's Special Constables. Having raised your suggestion directly with Essex Police we have received the response below. We would hope that, although this does not provide you with the answer that you are looking for, it assures you of the integrity of the decision making.

During 2016-2018, this issue has been considered and debated at length at the highest level. The Estates Board was chaired by Deputy Chief Constable BJ Harrington (now the Chief Constable) and a request from another Parish Council was submitted for Community Special Constables to have their kit at a nearby location which was not a designated police station or an approved site.

This request was rejected and primary and secondary sites were agreed and provided for absolute clarity and circulated throughout the force. I have clarified with the Estates Board and can confirm that this is still the stance from the Chief Officers and has always been the one that has been communicated to Parish and Town Councils who are seeking to support CSCs in their community.

This is part of the Force vision regarding streamlining estates, managing finances and resources appropriately, collaborating where appropriate and co-habiting where maximum benefit is gained. A small change may seem inconsequential but there are ramifications such as insurance costs, equipment location, maintenance and security requirements as well as finance.

As always, thank you for your ongoing support within your community.

Yours sincerely

Darren Horsman
Assistant Director for Communications and Engagement
Office of the Police Fire and Crime Commissioner

WORKING WITH YOU TO MAKE ESSEX SAFER

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Officer Report: Clerk's Report

Issue:

Remembrance Sunday

To note the Town Council involvement in the preparation for the Remembrance Day Parade.

Tesco Bags of Help Scheme

The council application to apply for funding through Tesco Bags of Help scheme has been successful and customers will be able to use their blue tokens to vote for The Witham Puppet Festival 2020 from January to March 2020. There are three projects/charities that shoppers can choose from and the one with the highest number of tokens collected will receive £2000, second place £1000 and third place £500.

Advice:

To receive and note

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Community Committee Income & Expenditure Budget up to 31/10/19

Agenda Item 9

	2018/2019		2019/2020		
	Budget	Actual	Budget	Actual YTD	Projected End of Year
Community					
Information Sales Income	80000	67295	78750	37796	63836
Puppet Festival Income	5200	5392	0	6497	7497
Christmas Dickensian Event	320	350	320	240	320
Community Day	0	792	0	482	150
Total Income	85520	73829	79070	45015	71803
Community Team - Salaries & Employer N.I & LGPS Contributions	0	31277	66160	26567	53133
Town Clock	0	0	936	936	936
Bus Shelters	500	0	500	0	100
Litter Bins	1000	0	1000	0	1000
Christmas Decorations	7210	5369	8426	848	8426
Information Centre Purchases	73000	58854	66150	25989	44314
Information Centre Administration	32550	1368	2000	1486	2442
Community Grant Aid	12000	8775	10000	10000	10000
Citizens Advice Bureau	10000	8400	9000	10000	10000
Community Safety/CCTV	16965	20485	17474	14044	17000
Community Special Constables	0	920	4000	534	2500
Other Community Support/Youth	3000	956	3000	2324	3738
Community Day	1050	2298	1050	1419	1419
Puppet Festival	17000	24921	17000	23290	23290
Christmas Dickensian Event	320	332	320	21	320
Overhead Expenditure	174595	163955	207016	117458	178618
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Agenda Item 10

Chairman's Draft Business Plan Proposals for Financial Year 2020 - 2021

Community Committee

The Community Committee Draft Business Plan focuses on the completion of multi-year projects that continue to be progressed and shifts focus onto ensuring that new communities created by increasing development of Witham feel part of the local community. Early steps to tackle social isolation and loneliness within the community will form a key part of the business plan whilst retaining community safety and commitments for improved safety at the heart of the Committee's work.

Proposed Business Plan Objective	Desired Outcome	Draft Budget Allocation
CCTV Expansion Capabilities	The Task & Finish Group for Community Safety will identify opportunities for expansion of the existing CCTV network in Witham and move recommendations to the Community Committee for progression.	£19,000 (EMR)
Special Constables Recruitment Programme	The Community Committee will approve a new comprehensive, multi-platform recruitment strategy for Special Constables to increase the total number of serving officers to 8.	£7,000
Events Review Group	The Events Review Group will complete and submit reports to Community Committee on the review of existing Town Council events and the identification of new event opportunities.	£1,000
Transformation of the Information Centre	The adopted proposals within the 'Information Centre Refurbishment' report will be complete and implemented with a desired completion date of April 2020.	£24,000 (EMR)
Task & Finish Group for Youth	The TAFG for Youth will identify new opportunities to engage with young citizens on a variety of concerns and make referrals to the Community Committee for consideration	£3,000
Improving Healthcare Facilities Working Group	The Community Committee will continue to monitor developments within this group and engage with key stakeholders to deliver a new health facility for Witham.	N/A
Social Isolation	The Community Committee will actively consider all options available to tackle social isolation in the local community and growing loneliness across all generations and demographics.	N/A
Pride in the Local Community	An open debate will be held to consider how the Town Council can improve overall satisfaction within the local community and outside perception of Witham.	N/A
Integration of New Developments and Residents	Options for improving communication with new residents and ensuring that new developments are not isolated from the local community will be considered.	N/A
Review of Town Council Grant Aid Scheme	The Community Committee will conduct a fundamental review of the Grant Aid Scheme in order to modernise the application process and ensure the Grant Aid system remains fit for purpose.	N/A

PROPOSED DRAFT BUDGET FOR 2020/2021

	2019/2020			2020/2021	
	Budget	Actual YTD	Projected End of Year	Budget	Difference
Community					
Information Sales Income	78750	26084	61598	75000	-3750
Puppet Festival Income	0	987	9585	5000	5000
Christmas Dickensian Event	320	140	320	320	0
Community Day	0	482	150	450	450
Total Income	79070	27693	71653	80770	1700
Community Team - Salaries & Employer N.I & LGPS Contributions	66160	20417	45546	58000	-8160
Town Clock	936	936	936	1200	264
Bus Shelters	500	0	100	1000	500
Litter Bins	1000	0	1000	1100	100
Christmas Decorations	8426	848	8426	9000	574
Information Centre Purchases	66150	19472	46565	65000	-1150
Information Centre Administration	2000	721	1498	2000	0
Community Grant Aid	10000	10000	10000	10000	0
Citizens Advice Bureau	9000	10000	10000	10000	1000
Community Safety/CCTV	17474	11726	17000	17500	26
Community Special Constables	4000	444	2500	7000	3000
Other Community Support/Youth	3000	1758	4220	3000	0
Community Day	1050	1419	1419	1500	450
Puppet Festival	17000	0	17000	17000	0
Christmas Dickensian Event	320	0	0	1500	1180
VE Day 75				1500	1500
Remembrance				500	500
Silver Cinema				3200	3200
Overhead Expenditure	207016	77741	166210	210000	2984

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Agenda Item 11(a)

Social Isolation with regard to the elderly.

Cllr Susan Ager

Introduction:

Social isolation can affect anyone at any time of their lives, young and old. I have been looking into ways in which loneliness in particular can be eased, especially where people are unable to leave their homes to go to take part in social activities.

The residents of Witham are fortunate to have many clubs, societies and groups where people can meet and socialise. However, there are those who are either unwilling or unable to participate in these activities. This could be that they no longer have access to a car and are too frail to be able to use public transport. Anxiety, depression and grief can cause some people to feel afraid to leave the house. Money could be a problem.

Way Forward:

I have been looking at work three charities are carrying out into this very problem:

Silverline was founded by Dame Ester Ransom in 2013 and is now working in conjunction with Age UK. They are open 24 hours a day, 7 days a week and 52 weeks a year. Their free telephone service is manned by fully trained volunteers. They offer information, help and advice or are happy to listen if someone want to chat.

They offer a free telephone chat line where a dedicated volunteer will call every week for a 30 minute plus conversation. There is a conference call facility where a group of like minded people can chat and share their interest once a week.

0800 4 70 80 90

www.thesilverline.org.uk

Age Uk and Silverline have merged and are working in conjunction regarding telephone friendship.

They do offer a buddy service where volunteers visit someone who is lonely in their own house. Although this service seems hard to access.

Independent Age

This charity offers a similar telephone chat service as the other two but also offers a volunteer visit scheme where a DBS checked person visits once a week for a thirty minute plus chat.

www.independentage.org

There is an increasing demand for these services across the UK. People need to be know they exist for them to be able to use them. If they are worried about making first contact, a third party referral is allowed with the permission of the person involved. I think this is the hardest part, making that initial phone call.

All of these charities have excellent websites but not all the elderly are silver surfers and may have difficulty accessing them.

What I would like to see WTC community committee undertake is to get the word out, to make access easier. Contacting the socially isolated is extremely difficult and this is where I think we could help.

I would like to see this taken further perhaps with a temporary task and finish committee to discuss the best way of proceeding.

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Our ref:
Your ref:
Ask for: Moira Groborz
E mail: Moira.groborz@braintree.gov.uk
Dial: 01376 552525
Ext: 2329
Date: 29 October 2019

Community Services
Causeway House Braintree
Essex CM7 9HB

Tel: 01376 552525
Fax: 01376 557736

www.braintree.gov.uk

Dear Town Clerk

Community cohesion and reducing loneliness in the Braintree district

Over 9 million people in the UK – almost a fifth of the population – say they are always or often lonely. Braintree District Council recognises that this makes an impact on our communities and is seeking to help reduce social isolation and loneliness. The enclosed leaflet provides some key statistics and actions that are taking place at various levels.

The general view is that those living in smaller towns and villages are more connected, more neighbourly than people living in more urban locations and have a stronger sense of belonging. A sense of belonging means that people feel valued, needed or important with respect to other people, groups or environments and fit in through shared or complementary characteristics.

As a starting point for understanding the local picture we would like to know what community facilities are available and are asking parish councils to complete a questionnaire which will be emailed shortly. Please look out for it in your email in box.

Yours sincerely

A handwritten signature in blue ink, appearing to read "Moira Groborz".

Moira Groborz
Community Services Officer

Action in Braintree District

The Task & Finish Group that carried out a scrutiny review of Social Isolation and Loneliness in the Braintree District has considered actions addressing social isolation and loneliness at a local level and made 11 recommendations which will be taken forward by the Community Services Team.

One of the recommendations is;

- For district, town and parish councillors to carry out a scoping exercise to identify what services and community assets are available across the District to address Social Isolation and Loneliness.



www.campaigntoendloneliness.org
www.bemoreus.org.uk
www.jocoxfoundation.org

In order to ascertain the community assets and help bring forward ideas for local level interventions every town and parish council will receive a form electronically to gather information on community facilities.

Look out for it in your inbox shortly.

Town & Parish Councils

loneliness
info



Action on Loneliness

- Two fifths of all people (about 3.9 million) say that television is their main form of company
- 1 in 10 people report having no close friends
- Up to 50% of disabled people will be lonely on any given day
- Half a million older people go at least five or six days a week without seeking or speaking to any one at all
- Loneliness is likely to increase your risk of death by 29%
- Over 2.2 million people in the UK aged 75 and over live alone
- Loneliness and low interaction are predictive of suicide in older age
- 60% of employees feel lonely at work
- Loneliness costs UK employers an estimated £2.5 billion per year
- Young people aged 16-24 feel lonely more often than any other age group of adults
- Over a quarter (27%) of 15-34 year olds agree they would be embarrassed to admit feeling lonely, compared to one in ten (12%) of older people aged 55 and over

- Four in ten of us (42%) have felt depressed because we felt alone, higher amongst women (47% compared to 36% men) and those aged 18-34 (53% compared to 32% of those over 55)
- Loneliness is deadlier than obesity and as bad for you as smoking 15 cigarettes a day
- Almost half (49%) of UK adults say that their busy lives stop them from connecting with other people



National and County Action

The MP, Jo Cox, formed an independent, cross-party Commission of MPs and charities to address the issue of loneliness and highlight the fact that we can all do something to help lonely people in our community. Following her tragic murder, the Commission was taken forward in Jo's memory and the Jo Cox Foundation was established to further the cause. One part of the Foundation's work is campaigning which has raised awareness of the issue nationally and internationally. The government also took the step of appointing a Minister for Loneliness, the current holder of this office being Mims Davies.

Many individuals from all age groups and at different life stages can and do experience loneliness; new parents, empty nesters, carers, people from the LGBTQ community, those with poor mental health or a physical or sensory disability, bereaved, divorced or separated, men and women leaving the armed forces, the list goes on. There have also been studies looking at loneliness in the workplace citing the causes as the use of technology, hot-desking and workload pressure. Interestingly, studies have found that contrary to stereotypes it is young people aged 18 – 24 years rather than older people who are the most likely to identify as being lonely.

Following research Essex County Council have commissioned Provide as a strategic partner and the Rural Community Council of Essex as the delivery partner to lead on addressing the issue of loneliness across Essex targeting four key groups:

- Older People
- Carers
- Those with mental health issues
- Those with a learning disability

United in Kind Coaches will deliver the project in their district, through enabling, encouraging, training and awareness-raising. The role will involve building relationships and connections including linking individuals and groups, recruiting volunteers and creating networks and initiatives that enable and encourage inclusive communities and informal volunteering.

Parish Council Survey – Community Cohesion

A shared sense of belonging in a community can help to address issues of social isolation and loneliness. Studies suggest that rural communities are better at this than urban areas. We would like to understand what it is that parishes do that makes their residents more engaged and what more could be done to help those who may feel lonely and socially isolated. Our expectation is that we can learn lessons which can be replicated or adapted for use in our towns where more people feel lonely.

Parish name

1. What facilities are there in the parish? Please tick from the list	Community hall	
	Church/faith meeting place	
	Shop	
	Pub	
	Café	
	Allotments	
	Playing field/village green	
	Playground with equipment	
	School - Primary	
	School - Secondary	
	Neighbourhood Watch	
	Defibrillator	
	Doctors' surgery	
	Other ; please list below	
2. What clubs, groups, societies etc run in the parish?		
Club Name	Date, Time & Venue	

3. How does the parish council communicate with the residents? E.g. newsletter, website, Facebook page, meetings, notice board						
4. How do residents learn about what activities are going on in the parish run by other organisations?						
5. How does your community come together? e.g. village fete, litter picks						
6. Is your community considering working on a Neighbourhood Plan?	Yes / No					
7. Does your community have access to broadband connectivity? If so, how would you rate it? 1 being very poor and 5 being very good	Yes / No <table border="1"> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> </tr> </table>	1	2	3	4	5
1	2	3	4	5		
8. How well served by public transport is the community? 1 being very poor and 5 being very good	<table border="1"> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> </tr> </table>	1	2	3	4	5
1	2	3	4	5		
9. What services not currently available in the parish would help to address community cohesion and loneliness?						
10. Any other comments						

Thank you for taking the time to complete this survey.

Please email it back to communityservices@braintree.gov.uk by DATE

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Officer Report: Dickensian Event

Issue:

This year the Dickensian Event will be held on Saturday 30th November 2019 in the Newlands Centre from 9.30 a.m. to 3.30 p.m.

There will be twenty stalls from local businesses and charitable/voluntary organisations.

Unfortunately this year there will only be one choir to provide entertainment but the Town Council P.A. system will be used for playing festive music.

At 5.30 p.m. the Christmas Lights will be switched on by the winner of the Children's competition (write to Waffle the Elf, as to why they should be switching on the lights!). There will be hot chocolate and mince pies served in the Function Room afterwards.

Advice:

To receive and note.

GK/19.11.2019

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Witham Information Centre

Figures for September 2019 (compared to 9/18)

Total Enquiries: 795

Total Sales: £5,339.87

Total Commission:£498.28

- Footfall for September 19 was up overall by 34.75%, however, this is perhaps not a fair reflection as this year we opened for the Puppet Festival. This extra day saw 73 people through the door, most of whom were visiting for Puppet Festival-related queries or to enter the competition running in the Centre. Very few of these visitors came in for non-Puppet Festival related queries, despite advertising that we would be open that day. If the footfall for Puppet Festival is removed, footfall still rose by 22.37% compared to last year.
- Our Social Media presence has continued to grow. At the end of September, we had 1039 followers on Facebook and 117 followers on Instagram and 30 on Twitter. September's Puppet Festival meant that there were a lot of posts both before and after the event. I have also used it to promote the Mayor's coffee mornings.
- Total sales were down by nearly 20%, and our commission also fell but by only 0.5%.
- Only National Express rose in sales compared to last year, by 78%
- Sales in all other areas fell, most notably First Bus which fell by 57%. This is noteworthy, since most of our tickets are sold to school/college goers but we have not picked up any new customers for the new academic year, but have lost a few who no longer travel for their education. WTC sales also fell, but I am awaiting new stock ahead of Christmas.

Figures for October 2019 (compared to 10/18)

Total Enquiries: 787

Total Sales: £6,305.11

Total Commission:£704.01

- Footfall for October 19 was down very slightly by 2%
- At the end of October, we had 1043 followers on Facebook and 121 followers on Instagram and 32 on Twitter. I will be posting our new stock and hampers as well as the Mayoral events, to continue to attract followers
- Total sales were down by 23%, but our commission rose by 20%.
- WTC sales rose slightly (4%) but our commission rose by 25%. We have now received our Christmas stock and new Witham gifts. They are proving popular, as is the 2020 Calendar featuring photos by Brian Wilmer

- Sales rose for Theatre Tokens and National Express tickets, as well as a few coach trips for the local companies that we are agents for. This helped to balance lower Box Office sales compared to 2018, although a new booklet is due in the next few weeks.

Sep-19

TOTAL INCOME TO WTC FOR 19-20 YTD	31190.89
COMMISSION TO WTC FOR 19-20 YTD	4306.05
TOTAL FOOTFALL FOR 19-20 YTD	4320

TOTAL INCOME	£5,399.87
TOTAL COMMIS- SION	£498.28

TOTAL SALES	270
TOTAL ENQUIRIES	465
TOTAL EMAIL	4
TOTAL WRITTEN	0
TOTAL PHONE	56
TOTAL FOOTFALL	795

Oct-19

TOTAL INCOME TO WTC FOR 19-20 YTD	37496.00
COMMISSION TO WTC FOR 19-20 YTD	5010.06
TOTAL FOOTFALL FOR 19-20 YTD	5107

TOTAL INCOME	£6,305.11
TOTAL COMMIS- SION	£704.01

TOTAL SALES	260
TOTAL ENQUIRIES	443
TOTAL EMAIL	4
TOTAL WRITTEN	0
TOTAL PHONE	80
TOTAL FOOTFALL	787

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Agenda Item 15

MINUTES OF THE MEETING OF THE TOWN CENTRE REGENERATION STEERING GROUP AT WITHAM TOWN COUNCIL HELD 17TH OCTOBER 2019 AT 12.00 NOON IN THE COUNCIL CHAMBER.

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

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

STAFF: - Mrs H Andrews - Assistant Proper Officer

10. APOLOGIES

Apologies were received from Councillor Ramage.

11. DECLARATIONS OF INTEREST

No declarations of interest were received.

12. MINUTES OF THE PREVIOUS MEETING HELD 3RD SEPTEMBER 2019

The minutes of the previous meeting were initially accepted but members later agreed that item 7 for Witham Town Park stating that “UKPN would put in electric points to make it easier for events held in the park” should be revised. Although this should happen, the minutes to be amended to show that “It is the intention that UKPN should put in electric points”.

13. TOWN PARK ENTRANCE PROJECT CONSULTATION

N Murphy circulated to members a copy of the draft content for the Witham Town Park Consultation. Members were asked for their comments on the consultation material and advised that agreement was sought for the key points of the improvements and further consultations will take place in the future regarding the details of the project

The questionnaire was discussed and it was considered that the request for age and gender was justified as it was important to know what groups of people were responding to the survey for existing and future use of the Town Park.

The electricity supply was discussed (see item 12.) It is hoped that UKPN should provide an electricity point but this has not yet been finalised with them at this stage. It was suggested that N Murphy contact them at the earliest, suitable opportunity regarding this.

Members discussed the removable canopy feature of the proposed design. It was considered that a permanent canopy could attract anti-social behaviour and so a removable canopy to be installed for events has been proposed. It was considered that the storage and transportation of these canopies should fall to Witham Town Council as the majority of the events held in the Town Park would be Witham Town Council led events. It was **AGREED** that the Assistant Proper Officer liaise with N Murphy regarding the maximum storage size that Witham Town Council has available to store the canopy.

The consultation refers to “a flexible hardstanding space for existing and new users”. It was **AGREED** that this should refer to “flexible use” to make it clear the intentions for the space.

Members discussed the accessibility of the Carnival Association through the new entrance as a representative had contacted Councillor Goodman for reassurance that the proposed improvements would not affect them. It was **AGREED** that a request to be made by Councillor Goodman to the Carnival Association to liaise with N Murphy confirming the maximum width and weight of carnival vehicles accessing the Town Park from the Maldon Road entrance to ensure access can still be made.

Members **AGREED** that the questions asked in the consultation enabled a decision to be made once responses were received from the public and approved the consultation material.

N Murphy confirmed that she would go forward with the consultation and start preparing the web content to enable the on-line survey to go ahead and, a list of where the consultation will be shared. It will be advertised throughout the whole town, with a sign in the Town Park and the intention to hold some marketing events that N Murphy could attend. It was suggested to have an event and display in Witham Town Council visitor centre with a further event in one of the town shopping centres, possibly at the Dickenson Christmas market. N Murphy will consider the marketing of the consultation and it was **AGREED** that she would provide the web links to members once prepared with the intention to get the consultation in progress before Christmas.

14. TOWN CENTRE REGENERATION PROJECTS

N Murphy confirmed that there was no further update regarding town centre pedestrian works that Stephen Wenlock is working on and that he is still in discussion with Essex Highways.

It was confirmed that Spa Road improvements are now complete, with the UKPN feeder pillar issue solved and now working.

Members were advised that the knee railings project has now been completed and that the Halcyon Close resident consultation is due to be issued shortly.

15. ANY OTHER BUSINESS

Councillor Atwill queried the progress with the sculpture stone seats that are due to be installed in the Town Park prior to the Town Park entrance project. N Murphy advised that they will be delivered directly to the Town Park, with a date yet to be confirmed, but should be on the site during November.

16. DATE OF NEXT MEETING

It was agreed to next meet after Christmas. Assistant Proper Officer to liaise with N Murphy to arrange a suitable date.

Meeting closed at 12.55pm

.....
Councillor K Atwill
Chairman

HA/21.10.2019

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Agenda Item 16 (a)

MINUTES OF THE MEETING OF THE TASK AND FINISH GROUP (YOUTH) AT WITHAM TOWN COUNCIL HELD 8th NOVEMBER 2019 AT 1.00PM IN THE COUNCIL CHAMBER.

PRESENT:- Mrs J Williams (Chairman)
Mrs J Kempf (Vice Chairman)
Councillors: P Barlow
Miss C Jay
Staff: Miss N Smith - Assistant Responsible Financial Officer

12. APOLOGIES FOR ABSENCE

No apologies were received.

13. DECLARATIONS OF INTEREST

There were no declarations of interest.

14. MINUTES OF THE PREVIOUS MEETING HELD 21st AUGUST 2019

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

15. CLERK'S REPORT

The Clerk did not give a report.

16. VOLUNTEER POLICE CADETS

Cllr Jay gave a verbal report concerning the 'Passing Out Parade' she attended at Rickstones Academy. It was **AGREED**

17. 2019 GROUP FOCUS AND ACTION PLAN

The Chairman noted that due to the length of time between this and the previous meeting the committee needed to start from the beginning with regards to setting an action plan. The members considered the importance of establishing more regular links with the two local senior schools and it was **AGREED** that Miss C Jay would make contact in September with both bodies.

18. YOUTH OUTREACH PROGRAMME

Members discussed the need for the council to engage with local children of all ages and **AGREED** that social media would be used to interact with a wider audience.

19. FUTURE COMMITTEE WORK

Members were asked to consider how they would like to proceed and then asked to report back at the next meeting.

20. TIME & DATE OF NEXT MEETING

It was agreed that a time and date would be set through email circulation of Members for approximately the start of February 2020.

There being no further business, the Chairman closed the meeting at 1.57PM

NS/22.08.19

.....
Mrs J Williams
Chairman

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Agenda Item 17

Members may wish to be advised of an initiative that I am working with and supporting for Witham youngsters at the Town's Football Club.

To date, Witham BDC members have pledged £2000 from our BDC Community Grant to enable football kit to be obtained for those that have signed up etc.

Please see poster.

Regards,

Bill

Cllr.Bill Rose BDC Member for Witham West



**WITHAM TOWN FC
SOCCABILITY**

Witham Town FC are delivering free football for young people, regardless of disability or ability

To register your interest, please contact **Kelvin Jordan** on **07747 773671** or E-Mail **jay-jordan@hotmail.co.uk**

Stay and watch Witham Town FC First Team free of charge

Lunch will be supplied!

#Soccability

Essex County Football Association Soccability

Witham Town Football Club

Witham Town FC, Spa Road, Witham, CM8 1UN

8-16-year-old males and females

12:00pm arrival, 12:30-1:30pm

**25th October 2019
9th November 2019
23rd November 2019
7th December 2019
28th December 2019
11th January 2020
18th January 2020
1st February 2020
8th February 2020
22nd February 2020
7th March 2020
21st March 2020
4th April 2020
13th April 2020**

In partnership with:

@EssexCountyFA **EssexFootball** **EssexFA** **www.essexfa.com**

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Agenda Item 18

MINUTES OF THE MEETING OF THE TOWN COUNCIL VE DAY 75 GROUP AT WITHAM TOWN COUNCIL HELD 5TH NOVEMBER 2019 AT 7.00PM IN THE COUNCIL CHAMBER.

PRESENT: - **Councillors** - J C Goodman (Chair), J C Bayford

W Abbott -	Hope Community Church
M Mitchell -	St Nicolas Church
M Sharpe -	Royal British Legion

STAFF: - Mrs G Kennedy - Assistant Town Clerk
Mrs H Andrews - Assistant Proper Officer

5. APOLOGIES FOR ABSENCE

Apologies were received from Revd Christine Newmarch from St Nicolas Church and Andrew Black, RBL.

6. MINUTES OF THE MEETING HELD 23RD SEPTEMBER 2019

The minutes from the previous meeting were **AGREED**.

7. VE Day 75

New members were welcomed and a background was given regarding the setting up of the working group.

Discussions took place regarding what activities to hold over the bank holiday weekend and what was achievable with a small working group and the support of office staff. Good publicity would be organised through the Town Hall including advertising on Social Media and The Voice.

Friday 8th May 2020

Members **AGREED** to look into holding a party in the Town Park from noon onwards where residents can bring their own picnics, seats, gazebos with some appropriate entertainment provided. It was suggested that two lorry floats could be used to provide a stage on which a military band could perform. A beer tent can be provided, which has already been sourced and will be free of charge with a donation of their profits to be given to Witham Town Council for a chosen charity. A1 Jive can be asked to perform on the day and military vehicles to also attend.

At 3pm SSAFA suggests that there will be a piper to play Battle's O'er and a toast to the nation. It was **AGREED** that this will also take place in the Town Park with a suitable area provided.

It was **AGREED** to make further enquires as follows –

- Apply for licence to use the Town Park – staff to apply
- Check for suitable storage for chairs for band – staff to deal with¹
- Contact DW Clark & Sons for the hire of two lorries, checking availability and their weight so that this can be verified with BDC – Cllr Bayford to make enquiries
- Essex Concert Band – Cllr Goodman to make enquiries at next RBL meeting

¹ The storage next to the toilets in the Town Park will be suitable for 30-40 chairs to be used by the band.

- Military vehicles – Cllr Goodman and W Abbott to make enquiries
- A1 Jive – M Sharpe to make enquiries and potential provisional booking
- RBL will seek a piper.

At 7pm there should be a 'Ringing out for Peace' by churches. M Mitchell will liaise with St Nicolas Church bell ringers about this.

Saturday 9th May 2020

It was suggested that a ticketed social event at Witham's Royal British Legion could take place in the evening. M Sharpe to check with RBL about this. Entertainment would be provided and people could bring their own drink and nibbles.

Potential entertainment –

- Vintage singer – staff to contact and provisionally book
- A1 Jive – M Sharpe to make enquiries and potential provisional booking

Sunday 10th May 2020

SSAFA suggest that there will be Church Services of Celebration and Commemoration. The VE Day celebrations will be built into the Sunday Services.

W Abbott and M Mitchell will liaise with their churches regarding this and W Abbott will also refer this to Churches Together. It was noted that there will be two services, one at St Nicolas and one at Howbridge Junior School.

It was **AGREED** that, once researched, any costings should be sent to the Assistant Town Clerk or the Assistant Proper Officer within two weeks of this meeting as the group will need to request a budget from the Community Committee which next meets on 25th November 2019.

Members also mentioned the possibility of an event to commemorate the 75th anniversary of VJ Day on 15th August 2020 but this would be discussed further at a later date.

Date of next meeting to be in January 2020 and suitable dates to be circulated.

Meeting closed at 8.10pm.

.....
Councillor J C Goodman
Chairman

HA/06.11.2019

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Officer Report: Community Reports**Issue:****Silver Screen Cinema**

This project continues to offer value to the people of Witham – The heavily subsidised scheme allows any resident of Witham to come along and watch our “Oldies”. The movies are generally selected from the 50s or 60’s, and deliver light-hearted entertainment that leaves the audience “feeling good” at the end. They are excellent for those feeling the effects of loneliness, and for careers with those suffering with memory impairment. Our fees are just a £1 per person, which provides a movie, a cup tea and a biscuit/slice of cake. The next showing is on Sunday, November 24th, with door opening at 2pm. The film for this showing is “High Society”. The December showing (Dec 22nd) will be “White Christmas”.

Rob Williams

Carnival

With my absence through holiday, and no meetings due for the group until the New Year, this report is necessarily brief. The main point to take away is that the Chairman will be retiring in the New Year, and the Secretary will be out for maternity leave over the next 3 months or so.

Rob Williams

Witham Town Lunch Club

We returned after the summer break to find a nicely refreshed function room. Paint, blinds, colourful pictures on the walls, a piano and new, more hygienic laminate flooring. The latter has proved controversial with some members no longer wanting to attend because of increased noise.

Wednesdays are now busiest, Mondays second and Thursdays minus twelve people. We have had sad departures from ill health and many attended Edwin's funeral in late October. Edwin was Karen's father who washed up for us as a volunteer. Our condolences went out to Karen and Cheryl.

Meanwhile it has been time to apply for large grants again including hopefully the Lottery. We had a film crew in one day as part of an application process for that grant. The Rotary Club has been another visitor.

Christmas lunches, as I write, are down on the Calendar with myself entertaining the town clerk for one of them. My thanks go to JoAnn Williams for taking over as Secretary and doing a perfect job.

Angela Kilmartin

Citizens Advice

I attended the Citizens Advice AGM on Wednesday, 13th November 2019. We heard how the system at CA has now changed to 'Phone Frist' which is working very well and prevents queuing for an appointment. We are proud that CA Witham is open five days a week and grateful for the support of the Town Council.

Clare Lager

EALC

I attended the EALC AGM on 19th September although there are regular newsletters to everyone. The AGM was well attended including by John Jowers (ECC and EALC chairman) and Mark Squire among others. Points mentioned by speakers included:

- supporting the "just about managing" without creating new dependent groups
- how to ease the transition from being in care to independent living
- health implications of social conditions and the county council's work with local councils
- ECC's working with local councils on mental health, disabilities, isolation, diet/obesity, being neighbourly towards the lonely (20000 in Essex)
- EALCs under £500 micro grants with £20,000 available to 31.3.20, but act quickly
- practical uses of social media (Facebook for local chat/issues, being inclusive, must be up-to-date, quick response to questions/appeals, Twitter/Instagram often very local)
- high speed broadband via fibre to the home.

Michael Lager

Advice:

To receive and note

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Dear Sir/Madam,

We need your help to reach your local community and your Councillors.

Essex County Fire and Rescue Service has launched a public consultation – a ten minute survey asking the public of Essex about how our future priorities are delivered.

While our primary focus will always be to prevent emergencies and protect our most vulnerable residents, this consultation is a chance to tell us what matters to you and what approach you think we should take.

The responses we get from this consultation will enable us to develop an Integrated Risk Management Plan (IRMP) in the New Year.

An IRMP is a plan that assesses the risks we face and sets out how we plan to lessen them to ensure we deliver the right resources at the right time, in the right place.

To have your say, visit: www.essex-fire.gov.uk/irmp

The consultation will close at 5pm on Friday 13 December 2019.

To help us reach as many people in Essex as possible, we would appreciate your support in sharing our public consultation with both your parish/town councillors and your local community.

If you have any questions or comments please email IRMP@essex-fire.gov.uk

Thank you for your support.

James Palmer

Assistant Director (Prevention and Protection)

Essex County Fire and Rescue Service

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