

18 July 2018

MALDON DISTRICT COUNCIL

Princes Road
Maldon
Essex CM9 5DL



Enquiries to: Leanne Hinton
Email: Leanne.hinton@maldon.gov.uk
Reference Number: 18/00108/M_YOUT

Dear

**Alleged Anti-Social Behaviour - Mayland Parish Council, Lawling Playing Field, Katonia Avenue
Mayland, Essex
18/00108/M_YOUT**

Further to your complaint concerning the above, please find enclosed Anti-Social Behaviour diary sheets as discussed.

I would be grateful if you could return the completed incident diary to me when you have a reasonable number of entries in order for me to assess the situation and take whatever action may be necessary.

If you would like to discuss any of the matters above in further detail, then please do not hesitate to contact me on 01621 875803.

If you require Police assistance of a non-emergency nature please use the Essex Police non-emergency number on 03003334444.

Please remember that if you do feel threatened or in danger at any time, then do not hesitate to dial 999 immediately.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Leanne Hinton'.

Leanne Hinton
Anti-Social Behaviour Officer

Enc



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Anti-Social Behaviour Incident Diary

18/00108/M_YOUT

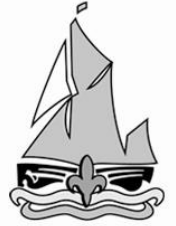
Name:

Address:

- This diary is your own personal record of what you see and hear. You should not write down something that anyone else (including your wife, husband or partner) has witnessed. They should keep their own diary. We will provide as many diary sheets as required.
- You should fill out the diary sheet as soon as possible while the incident is still fresh in your mind.
- Write down everything you see and hear in as much detail as possible. A word for word account is more useful than a general summary. So swear words should be included. This is more effective than "he used abusive behaviour". Writing such words can be upsetting but gives a better idea of the nature of the incident and how it has affected you.
- Try to identify the people involved in each occasion. If you don't know the full name of the people you are making a report about, but you know their nickname, or if they have any identifying characteristics (clothing, hairstyle) or if you have another way of identifying them please include this.
- Please make sure you sign at the bottom of each report.
- Please remember that all information you provide will be treated in the strictest confidence.

Anti-Social Behaviour Incident Diary

18/00108/M_YOUT



Name:		Address:	
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Date	Time	Address of Incident	What Happened	Who was involved	Any Witnesses	Did you report it? Include any details



Anti-Social Behaviour Incident Diary

18/00108/M_YOUT

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18/00108/M_YOUT



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