

**SERVICE AND MANAGER CONTACT DETAILS
FOR COUNCIL SERVICES AS AT JULY 2016**

CATEGORY	CONTACT	TELEPHONE NUMBER/E-MAIL	LOCATION
CORPORATE SERVICES – CORPORATE DIRECTOR, MARTYN KNAPPETT TEL: 01255 686501			
Accountancy	Richard Barrett	01255 686521 rbarrett@tendringdc.gov.uk	Town Hall
Business Rates	Sean Lancaster	01255 686215 slancaster@tendringdc.gov.uk	Pier Avenue
Byelaws	Lisa Hastings	01255 686561 lhastings@tendringdc.gov.uk	Town Hall
Career Track	Anastasia Simpson	01255 686324 asimpson@tendringdc.gov.uk	Town Hall
Committee Administration	Lisa Hastings	01255 686561 lhastings@tendringdc.gov.uk	Town Hall
Communications and Public Relations	Nigel Brown	01255 686338 nbrown@tendringdc.gov.uk	Town Hall
Council Property Records	Andy White	01255 686933 awhite@tendringdc.gov.uk	Town Hall
Council Tax	John Chomondeley	01255 686450 ichomondeley@tendringdc.gov.uk	Pier Avenue
Data Protection and IT Services Agreement	Judy Barker	01255 686513 jbarker@tendringdc.gov.uk	Town Hall
Education	Anastasia Simpson	01255 686324 asimpson@tendringdc.gov.uk	Town Hall
Elections/Electoral Registration	Alison Rowlands	01255 686586 arowlands@tendringdc.gov.uk	Town Hall
Emergency Planning	John Higgins	01255 686339 jhiggins@tendringdc.gov.uk	Town Hall
Finance	Richard Barrett	01255 686521 rbarrett@tendringdc.gov.uk	Town Hall
Fraud Investigations	Richard Barrett	01255 686521 rbarrett@tendringdc.gov.uk	Town Hall
Housing Benefit	Jenny Haggis	01255 686239 jhaggis@tendringdc.gov.uk	Pier Avenue
Human Resources and Recruitment	Anastasia Simpson	01255 686324 asimpson@tendringdc.gov.uk	Town Hall
Insurance Claims	Richard Barrett	01255 686521 rbarrett@tendringdc.gov.uk	Town Hall
Internal Audit	Richard Barrett	01255 686521 rbarrett@tendringdc.gov.uk	Town Hall
IT Help Desk	John Higgins	01255 686339 jhiggins@tendringdc.gov.uk	Town Hall
Legal Matters (re: Council)	Lisa Hastings	01255 686561 lhastings@tendringdc.gov.uk	Town Hall
Overview and Scrutiny	Lisa Hastings	01255 686561 lhastings@tendringdc.gov.uk	Town Hall
Monitoring Officer	Lisa Hastings	01255 686561 lhastings@tendringdc.gov.uk	Town Hall
Payroll / Payments	Richard Barrett	01255 686521 rbarrett@tendringdc.gov.uk	Town Hall
Procurement	Richard Barrett	01255 686521 rbarrett@tendringdc.gov.uk	Town Hall

OPERATIONAL SERVICES – CORPORATE DIRECTOR, PAUL PRICE TEL: 01255 686430

Abandoned Vehicles	Jon Hamlet	01255 686770 jhamlet@tendringdc.gov.uk	Weeley
Air Quality	Andy Rutson-Edwards	01255 686761 arutson-edwards@tendringdc.gov.uk	Weeley
Beach Cleaning	Jon Hamlet	01255 686770 jhamlet@tendringdc.gov.uk	Weeley
Beach Huts	Mike Carran	01255 686689 mcarran@tendringdc.gov.uk	Town Hall
Bins (Litter and Dog)	Jon Hamlet	01255 686770 jhamlet@tendringdc.gov.uk	Weeley
Bring Sites	Jon Hamlet	01255 686770 jhamlet@tendringdc.gov.uk	Weeley
Careline	Mark Westall	01255 686484 mwestall@tendringdc.gov.uk	Town Hall
Car Parks	Ian Taylor	01255 686982 itaylor@tendringdc.gov.uk	Northbourne
CCTV	Mark Westall	01255 686484 mwestall@tendringdc.gov.uk	Town Hall
Cemeteries	Margaret Marsham	01255 686670 mmarsham@tendringdc.gov.uk	Weeley Crematorium
Clacton Airshow	Mike Carran	01255 686689 mcarran@tendringdc.gov.uk	Town Hall
Climate Change	Andy Rutson-Edwards	01255 686761 arutson-edwards@tendringdc.gov.uk	Weeley
Coast and Flood Defence	Mike Badger	01255 686975 mbadger@tendringdc.gov.uk	Northbourne
Contaminated Land	Andy Rutson-Edwards	01255 686761 arutson-edwards@tendringdc.gov.uk	Weeley
Council Housing Tenancy Management	David Black	01255 686480 dblack@tendringdc.gov.uk	Town Hall
Council Housing Register/ Allocations	Peter Russell	01255 686433 perussell@tendringdc.gov.uk	Town Hall
Council Housing Rent Accounts	John Cholmondeley	01255 686450 jcholmondeley@tendringdc.gov.uk	Pier Avenue
Council Housing Rent Arrears/Recovery	John Cholmondeley	01255 686450 jcholmondeley@tendringdc.gov.uk	Pier Avenue
Council Housing Repairs	Steve Pearce	01255 686469 spearce@tendringdc.gov.uk	Town Hall
Council Housing Right to Buy	John Cholmondeley	01255 686450 jcholmondeley@tendringdc.gov.uk	Pier Avenue
Council Housing Special Housing Needs	Peter Russell	01255 686433 perussell@tendringdc.gov.uk	Town Hall
Crematorium	Margaret Marsham	01255 686670 mmarsham@tendringdc.gov.uk	Weeley Crematorium
Dangerous Structures	Barry Eldridge	01255 686945 beldridge@tendringdc.gov.uk	Town Hall
Disabled Facilities Grant	Tim R Clarke	01255 686745 trclarke@tendringdc.gov.uk	Town Hall
Dog Warden	Jon Hamlet	01255 686770 jhamlet@tendringdc.gov.uk	Weeley

Empty Homes	Tim R Clarke	01255 686745 trclarke@tendringdc.gov.uk	Town Hall
Entertainments	Mike Carran	01255 686689 mcarran@tendringdc.gov.uk	Town Hall
Essex Hall (hire of)	Mike Carran	01255 686689 mcarran@tendringdc.gov.uk	Town Hall
Fly-tipping and Littering	Jon Hamlet	01255 686770 jhamlet@tendringdc.gov.uk	Weeley
Food Complaints	John Fox	01255 686746 jfox@tendringdc.gov.uk	Weeley
Gardens and Parks	Trevor Mills	01255 686643 tmills@tendringdc.gov.uk	Northbourne
Grant Aid – Private Housing	Tim R Clarke	01255 686745 trclarke@tendringdc.gov.uk	Town Hall
Health and Safety and Health Liaison	John Fox	01255 686746 jfox@tendringdc.gov.uk	Weeley
Highway Rangers	Mike Badger	01255 686975 mbadger@tendringdc.gov.uk	Northbourne
Houses in Multiple Occupation (HMO's)	Tim R Clarke	01255 686745 trclarke@tendringdc.gov.uk	Town Hall
Leisure Centres	Mike Carran	01255 686689 mcarran@tendringdc.gov.uk	Town Hall
Licences – Animal Establishment	John Fox	01255 686746 jfox@tendringdc.gov.uk	Weeley
Licences – Motor Salvage Operations, Scrap Metal Dealers, Skin Piercing	John Fox	01255 686746 jfox@tendringdc.gov.uk	Weeley
Licences – Flag Days, Gaming, Lottery Street Trading, Taxi	John Fox	01255 686746 jfox@tendringdc.gov.uk	Weeley
Licences – Premises Licences, Music and Dancing, Alcohol etc.	John Fox	01255 686746 jfox@tendringdc.gov.uk	Weeley
Noise Nuisance	Andy Rutson-Edwards	01255 686761 arutson-edwards@tendringdc.gov.uk	Weeley
Older People	Dee Hurry	01255 686486 dhurry@tendringdc.gov.uk	Town Hall
Open Spaces	Trevor Mills	01255 686643 tmills@tendringdc.gov.uk	Northbourne
Parking Services	Ian Taylor	01255 686982 itaylor@tendringdc.gov.uk	Northbourne
Parks and Gardens	Trevor Mills	01255 686661 tmills@tendringdc.gov.uk	Northbourne
Pest Control	Andy Rutson-Edwards	01255 686761 arutson-edwards@tendringdc.gov.uk	Weeley
Playground Maintenance	Ian Taylor	01255 686982 itaylor@tendringdc.gov.uk	Northbourne
Pollution Control	Andy Rutson-Edwards	01255 686761 arutson-edwards@tendringdc.gov.uk	Weeley
Port Health	John Fox	01255 686746 jfox@tendringdc.gov.uk	Weeley

Princes Theatre	Mike Carran	01255 686689 mcarran@tendringdc.gov.uk	Town Hall
Print Unit	Mark Westall	01255 686484 mwestall@tendringdc.gov.uk	Town Hall
Public Conveniences	Andy Nepean	01255 686772 anepean@tendringdc.gov.uk	Northbourne
Recycling	Jon Hamlet	01255 686770 jhamlet@tendringdc.gov.uk	Weeley
Refuse Collection	Jon Hamlet	01255 686770 jhamlet@tendringdc.gov.uk	Weeley
Road Closure (Events)	Ian Taylor	01255 686982 itaylor@tendringdc.gov.uk	Northbourne
Seafront Management	Mike Carran	01255 686689 mcarran@tendringdc.gov.uk	Town Hall
Senior Rail Cards	Emma Norton	01255 686490 enorton@tendringdc.gov.uk	Town Hall
Sheltered Housing	David Black	01255 686480 dblack@tendringdc.gov.uk	Town Hall
Sports Development	Mike Carran	01255 686689 mcarran@tendringdc.gov.uk	Town Hall
Street Cleansing	Jon Hamlet	01255 686770 jhamlet@tendringdc.gov.uk	Weeley
Street Name Plates	Mike Badger	01255 686975 mbadger@tendringdc.gov.uk	Northbourne
Street Naming and Numbering	Mike Badger	01255 686975 mbadger@tendringdc.gov.uk	Northbourne
Toilets (Public)	Andy Nepean	01255 686772 anepean@tendringdc.gov.uk	Northbourne
Tourist Information	Emma Norton	01255 686490 enorton@tendringdc.gov.uk	Town Hall
Tourist Marketing and Promotion	Mike Carran	01255 686689 mcarran@tendringdc.gov.uk	Town Hall
Transport Liaison	Mike Badger	01255 686975 mbadger@tendringdc.gov.uk	Northbourne
Traveller and Gypsy Issues	Tim R Clarke	01255 686745 trclarke@tendringdc.gov.uk	Town Hall
MANAGEMENT AND MEMBERS' SUPPORT – MANAGER, KAREN NEATH TEL: 01255 686520			
Chairman's Office	Ashley Wood	01255 686583 awood@tendringdc.gov.uk	Town Hall
Chief Executive's Office	Sophie Hickson	01255 686007 shickson@tendringdc.gov.uk	Town Hall
Equality and Diversity	Elizabeth Ridout	01255 686340 eridout@tendringdc.gov.uk	Town Hall
Leader's Office	Ashley Wood	01255 686583 awood@tendringdc.gov.uk	Town Hall
Members' Support Office	Ashley Wood	01255 686583 awood@tendringdc.gov.uk	Town Hall
PLANNING – HEAD OF PLANNING, CATH BICKNELL TEL: 01255 686101			
Building Regulations	Alan Corbyn	01255 686160 acorbyn@tendringdc.gov.uk	Weeley
Car Boot Sales Register	Chris Stathers	01255 686145 cstathers@tendringdc.gov.uk	Weeley
Land Charges	Sharon Harwood-Bee	01255 686596 sharwoodbee@tendringdc.gov.uk	Weeley

Local Plans and LDF	Simon Meecham	01255 686115 smeecham@tendringdc.gov.uk	Weeley
Planning Applications	Reception	01255 686161	Weeley
Planning Department	Catherine Bicknell	01255 686101 cbicknell@tendringdc.gov.uk	Weeley
Planning Enforcement	Chris Stathers	01255 686145 cstathers@tendringdc.gov.uk	Weeley
Planning Policy	Simon Meecham	01255 686115 smeecham@tendringdc.gov.uk	Weeley
Tree Protection and Preservation	Clive Dawson	01255 686155 cdawson@tendringdc.gov.uk	Weeley
CHIEF EXECUTIVE, IAN DAVIDSON TEL: 01255 686001			
Business Support & Economic Development	Tom Gardiner	01255 686102 tgardiner@tendringdc.gov.uk	Weeley
Community Development Issues	Gill Burden	01255 686357 gburden@tendringdc.gov.uk	Weeley
Community Leadership	Karen Neath	01255 686520 kneath@tendringdc.gov.uk	Town Hall
Community Safety/Crime and Disorder	Leanne Thornton	01255 686353 lthornton@tendringdc.gov.uk	Town Hall
Regeneration	Tom Gardiner	01255 686102 tgardiner@tendringdc.gov.uk	Weeley
Rural Projects	Gill Burden	01255 686357 gburden@tendringdc.gov.uk	Weeley
Youth Forum/Young People	Rebecca Morton	01255 686305 rmorton@tendringdc.gov.uk	Town Hall