

LITTLE BEALINGS PARISH COUNCIL

COMPLAINT FORM

To make a complaint about the Council you must complete this form.

When complete it can be submitted online or printed and posted to the Parish Council at the address at the bottom of the form.

Contact Details

Name:

Address:

Postcode:

Daytime phone number:

Evening phone number:

Email address:

How do you want the Council to contact you?

(tick all that apply)

By Postal address

By Daytime phone number

By Evening phone number

By Email address

The Nature of Your Complaint

What do you wish to complain about?

If your complaint relates to an incident.

Give details of when and where the situation took place including, if possible, details such as time, day, date & location

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COMPLAINT FORM continued

In your opinion, what action or decision would resolve the matter?

Signed

Date:

Please submit your complaint online or print this form and post it to:

The Clerk, Little Bealings Parish Council, The Hollies, Holly Lane, Little Bealings, Woodbridge
IP13 6PW

If you prefer you can send the form by email to the Chairman (or Vice Chairman) of the Council:
chairman.lbpc@gmail.com or [call the Chairman](#) to arrange to deliver a hard copy.

Or to the [Vice Chairman by email](#)