

Confirmation of contact details

Local Council Name: Elmsted Parish Council

Please confirm the contact details for the Clerk, RFO (if applicable), and Chair to assist us in ensuring that our records are kept up to date.

Clerk name: Tracey Block	RFO name (if different to clerk)	Chair name: Edmund Burge
Clerk working hours (so we know when we can ring) 9am – 3pm Monday - Friday	Clerk working hours (so we know when we can ring)	
Is this person the primary contact: Yes/No	Is this person the primary contact: Yes/No	
Parish Council registered address: The Briars, Hastingleigh Ashford Kent TN25 5HU	Parish Council registered address:	Chair contact postal and email address Email:n/a..... . Postal address:
Telephone: Primary contact number: 01233 750415..... Mobile/alternative number:	Telephone: Primary contact number: Mobile/alternative number:	Telephone: Primary contact number: Mobile/alternative number:
Email address (please do not provide a personal email unless the Clerk/RFO does not have a Council/Meeting email) clerk@elmstedparishcouncil.gov.uk		

Please return this Form together with the Annual Governance & Accountability Return