

AMBROSDEN PARISH COUNCIL

www.ambrosdenpc.org.uk

Complaints Form

This form is for submitting a formal complaint under the Council's Complaints Procedure.

Please complete all relevant sections

Your Details

Name:

Address:

Email:

Telephone:

About your complaint

Please describe the nature of your complaint (include relevant facts, dates, locations, and any individuals involved).

Evidence or supporting information

Please list any documents, photographs, correspondence, or other evidence you are providing

Previous contact

Have you raised this matter informally with the Clerk or any Councillor

Yes ☐

No ☐

If yes, please provide details, including dates and any responses received:

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Outcome sought

Please state what outcome or resolution you are seeking

Declaration

I confirm that the information provided in this form is accurate to the best of my knowledge

Signature

Date

Submitting the complaint

Please send the completed form to

Ambrosden Parish Clerk
Jane Olds
13 Oak Close
Bicester
OX26 3XD
clerk@ambrosdenpc.org.uk

If the complaint concerns the Clerk, please send it to:

The Chair of the Council