

Confirmation of contact details

Authority Name: Newington and Peene 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: <u>JEAN GILHAM</u>	RFO name (if different to clerk)	Chair name:
Clerk working hours (so we know when we can ring) <u>MONDAY 9am - 12 noon</u> <u>THURSDAY 9am - 12 noon</u>	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	
Authority registered address: <u>7 THE PADDOCK</u> <u>WILLOW TREE FARM</u> <u>HYTHE</u> <u>KENT. CT21 6FP</u>	Authority registered address:	Chair contact postal and email address Email: Postal address:
Telephone: Primary contact number: Mobile/alternative number: <u>07759 916 940</u>	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@newingtonandpeene-pc.gov.uk.....

NB: to be compliant with the requirements of assertion 10 within the Proper Practices of the SAPP Practitioner's Guide 2025, the authority "must have a generic email account hosted on an authority owned domain, for example clerk@abcparishcouncil.gov.uk or clerk@abcparishcouncil.org.uk rather than abcparishclerk@gmail.com or abcparishclerk@outlook.com for example".