

Attachment 2

Local Council name: **CAPEL-LE-FERNE PARISH COUNCIL**

Confirmation of contact details

Please confirm the contact details for the Clerk, RFO (if not the clerk) and Chair, to assist us in ensuring that our records are kept up to date:

Clerk's name: Maureen Leppard	RFO's name (if not clerk): Maureen Leppard.	Chair's name: Philippa Seager
Clerk working hours (e.g., Mon-Fri 9-5pm): Monday to Friday 9am to 5pm	RFO working hours (e.g., Mon-Fri 9-5pm): Monday to Friday 9am to 5pm	
Parish Council registered address: 39 Victoria Road Capel-le-Ferne Folkestone Kent CT18 7LT	Parish Council registered address: 39 Victoria Road Capel-le-Ferne Folkestone Kent CT18 7LT	Chair contact postal and email address: 146 Capel Street Capel-le-Ferne Folkestone Kent CT18 7HA Email: philippa.seager@foredia.com
Telephone: Primary contact number: 01303 259564 Mobile/Alternative number: 07813704142	Telephone: Primary contact number: 01303 259564 Mobile/Alternative number: 07813704142	Telephone: Primary contact number: 01303 245254 Mobile/Alternative number: 07903 625573
E-mail address for the Council/Meeting (please do not provide a personal e-mail address unless the clerk / RFO does not have a Council/Meeting e-mail address). clerkcapellefernepc@btinternet.com		

Please return this form via email together with the

Annual Governance & Accountability Return and other information requested.