

Complaints against Councillors

This form should only be used if you wish to make a complaint that a member of Malvern Hills District Council or a member of a Parish or Town Council in the Malvern Hills District has breached the local code of conduct for Councillors. The Code of Conduct can be viewed at www.malvernhills.gov.uk/complaining-against-a-councillor

Your name and contact details

Title:

First name:

Last name:

Address:

Daytime telephone:

Email address:

In the interests of fairness and natural justice, councillors who are complained about have a right to know who has made the complaint. They also have a right to be provided with a summary of the complaint so that they can respond to it. We will only withhold your details in the most exceptional circumstances. If you wish to have your details withheld please indicate here

We will also tell the parish or town clerk (if applicable) and The Standards Committee (if applicable) about your complaint. The Committee meets in public. We will tell them your name and give them a summary of your complaint. We will give them full details of your complaint only if your complaint cannot be properly dealt with without doing so.

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Dealing with your complaint

Your complaint will be considered by the Council's Monitoring Officer in consultation with the Independent Person who will determine whether the complaint merits formal investigation. However the Monitoring Officer is expected to seek a resolution of complaints without formal investigation wherever practicable.

Further details of the complaints process are available on the Council's website or from the Monitoring Officer whose address is at the end of this form.

Name of the councillor(s) you believe have breached the Code of Conduct and the name of their Council

Title	First name	Last name	Council name

Please explain what the councillor has done that you believe breaches the Code of Conduct. If you are complaining about more than one councillor you should clearly explain what each individual person has done that you believe breaches the Code of Conduct.

It is important that you provide all the information you wish to have taken into account.

(Continue on a separate sheet if necessary)

Please send your completed form to The Monitoring Officer, Malvern Hills District Council, Council House, Avenue Road, Malvern, WR14 3SA