

EC/GT/1172575/1

20 July 2026



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[REDACTED]

Dear [REDACTED]

I am a Partner in the Regulatory team at Wilkin Chapman Rollits.

Ashwell Parish Council (the Parish Council) has instructed me to write to you about your ongoing communications with its staff and councillors and certain behaviours which are having a detrimental impact on the Parish Council and its councillors and staff.

I understand that, over the last five years, you have engaged the Parish Council in correspondence and complaints to the extent that the Clerk holds over 70 folders of your correspondence. Recent examples include:

- Your email to the Clerk dated 23 June 2026 requesting information about the HR Committee on the 20 May 2026;
- Your email dated 2 June 2026, headed "Agenda item 34.5 AGAR" and enclosing a note on the Clerk's role;
- Your email exchanges with the Clerk between 1 - 30 April 2026, headed "Agenda papers";
- Your email to the Clerk dated 23/12/25 headed "clarifications sought"

In addition, you have submitted two recent Freedom of Information (FOI) requests:

- dated 29 June 2026 to the Deputy Clerk, headed "Re: docs from audit 05/06";
- dated 22 June 2026 to the Clerk headed "Further Information request from June APC meeting".

The Parish Council is arranging to reply to your latest questions and FOI requests; however, the excessive amount of detailed requests and questions is having a detrimental effect on individual councillors and staff and the Parish Council as a whole.

The Parish Council has received complaints from current and previous staff about how your behaviour impacted both their ability to do their job and their well-being during their time with the Parish Council. A previous councillor resigned, citing your behaviour in Council meetings as the reason.

The Parish Council has also received a complaint from a local resident who stated they no longer attend meetings because of your behaviour.

You have also made repeated complaints to external organisations such as North Hertfordshire District Council and made objections to the accounts to the Parish Council's external auditors. I understand you raised objections to the Parish Council's accounts in 2023-24 and commented re the 2024-25 AGAR. You have continued to question the basis of the Parish Council's decisions about how to complete a governance question on the 23-24 and 24-25 AGARs. You are again raising questions about the 2025-26 AGAR with several comments to the Clerk and councillors in your email of 2 June 2026 and your FOI requests of 22 and 29 June 2026.

From the examples of correspondence the Parish Council has forwarded, it is clear that your emails are generally lengthy, unnecessarily concerned with the minutiae of procedure and designed to obfuscate, nit-pick and challenge the legal interpretation of decisions made previously by the Monitoring Officer. Many of your emails also read as personally disparaging towards the Clerk and others. For example, I see in your email with the Clerk on 30/4/26, the following comments:

"Apologies if I am about to trespass, but I am aware of your lack of training or experience, and of your particular responsibilities as the Parish Council's finance officer."

And

"Sally, ultimately you are the responsible finance officer. These are matters for you. I see no reason for you to resist transparency in future and commend it to you."

This is one example, but it is clear that your communications follow a similar tone and are unnecessarily critical, of the Clerk and a number of Councillors.

I would ask that you realise the impact this behaviour is having on staff, councillors and the ability of the Parish Council to function for the benefit of the local community.

I attach a copy of the Parish Council's Unreasonable Complaints Procedure (UCP). In accordance with section 4, the Parish Council requires you to modify your behaviour and cease your persistent and unreasonable communications with the Clerk, councillors and the Parish Council as a whole. If you are unwilling to change your behaviour, the Parish Council will consider whether to class you as a persistent and vexatious complainant and whether to impose any or all of the restrictions set out in the UCP:

- a ban on telephone contact except through a third party;
- a refusal to accept your emails and accepting only a communication by post;
- imposition of a single point of contact for you;
- a restriction on telephone calls to specified days and/or times and/or duration
- a requirement that any personal contact with staff or councillors takes place in the presence of an appropriate witness
- confirmation that The Parish Council will not reply to or acknowledge any further contact from you on specified subjects.

These restrictions are examples listed in the UCP, but the Parish Council may impose different or additional restrictions if necessary.

This letter is a warning under the UCP. If your behaviour continues, the Parish Council will consider imposing these restrictions. In addition, the Parish Council reserves its right to take any further action necessary if your behaviour becomes an immediate threat to the safety or well-being of its staff or councillors, in accordance with paragraph 4.9 of the UCP.

Finally, if the Parish Council decides to class you as a persistent and vexatious complainant and impose restrictions under the UCP, it will reserve the right to inform relevant external organisations of its

decision if necessary. Such organisations would be those who are involved in Parish Council business and who might receive complaints from you about the Parish Council.

Yours sincerely

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Partner

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