

**CONFIDENTIAL - NOT FOR PUBLICATION**

**STANDARDS COMPLAINT - \$**

**Pre-Hearing Summary**

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| <b>Name of the relevant authority:</b>                                   |  |
| <b>Name of the subject Member(s):</b>                                    |  |
| <b>Name of the Complainant(s):</b>                                       |  |
| <b>Case reference number:</b>  |  |
| <b>Name of the Panel Member who will chair the hearing, if known:</b>    |  |
| <b>Name of the Monitoring Officer/Deputy Monitoring Officer:</b>         |  |
| <b>Name of the clerk of the hearing or other administrative officer:</b> |  |
| <b>Name of the Independent Person for Standards:</b>                     |  |
| <b>Name of the parish/town council representative (where relevant):</b>  |  |
| <b>Date the pre-hearing process summary was produced:</b>                |  |
| <b>Date, time and place of the hearing:</b>                              |  |
| <b>Summary of the complaint:</b>   |  |

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| <b>Relevant section or sections of the Code of Conduct:</b>              |  |
| <b>Findings of fact in the investigation report that are agreed:</b>     |  |
| <b>Findings of fact in the investigation report that are not agreed:</b> |  |
| <b>Whether the parties will attend or be represented:</b>                |  |
| <b>Names of any witnesses who will be asked to give evidence:</b>        |  |
| <b>Outline of the proposed procedure for the hearing:</b>                |  |
| <b>Any potential conflicts of interest:</b>                              |  |

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