



Vigo Parish Council

Vigo Village Hall
The Bay, Vigo Village
Gravesend
Kent DA13 0TD
Tel: 01732 823337
www.vigo-pc.gov.uk
Email: clerk@vigo-pc.gov.uk

HOW TO CONTACT VIGO PARISH COUNCIL

The Parish Council Clerk works on a hybrid basis for 28 hours a week.
The Assistant Clerk works for 4 hours a week.

Open Office Hours (where you can call to speak to the Clerk or Assistant Clerk) are:

Monday and Tuesday 10am til 2pm*

*Other times are available by appointment – please contact us to arrange.

Alternatively, you can contact us in a number of ways:

- You can visit directly or telephone during office hours 01732 823337.
- Out of office hours you can leave a letter / note addressed to the Clerk via the village hall letterbox. Please ensure envelopes are addressed to either the Parish Clerk or Vigo Parish Council.
- You can leave a message on the answerphone 01732 823337
- You can email the Council: clerk@vigo-pc.gov.uk
- You can send a direct message via our website www.vigo-pc.gov.uk
- You can write to the Parish Council at the following address:
Vigo Parish Council, Vigo Village Hall, The Bay, Vigo, Gravesend, Kent. DA13 0TD
- You can attend a Parish Council meeting – these are usually held on the 3rd Monday of the month, but please see the list of dates on the noticeboard to confirm.

OUR OUT OF HOURS EMERGENCY PHONE NUMBER IS: 07778 391 903