**Graveney with Goodnestone Parish Council**

**Incident Reporting Form for traffic accidents, or near misses with the villages**

|  |  |
| --- | --- |
| Name of person reporting incident |  |
| Telephone (in case we need to contact you to clarify any details) |  |
| Email (in case we need to contact you to clarify any details) |  |

|  |  |
| --- | --- |
| Date of Incident |  |
| Accident or Near Miss or other (please indicate) |  |
| Police Incident Report Number |  |
| Location of Incident (where appropriate this can be accompanied by photographs or maps, or a grid reference) |  |
| Details of Incident – please be as precise as possible.  |  |

|  |  |
| --- | --- |
| Date of this submission (we require this so we can track whether this is a recent or historic incident) |  |

**Data Protection:** Your details will be kept securely in our files. We may share this information with other agencies (local councils, emergency services) if necessary for dealing with your reported incident or to evidence need of safety improvements in the villages. If you wish, your details will be removed upon request, however, it is helpful to have your details initially in the event of needing to clarify any details of the report. Our full Data Protection Policy is available on our website <https://www.graveneywithgoodnestone-pc.gov.uk/Policies_and_Procedures_31830.aspxn> or by emailing the Clerk: clerk@graveneywithgoodnestone-pc.gov.uk

THANK YOU