

4 Harcourt Road
Brynmawr
Gwent
NP23 4TU

FAO Town Clerk
Nantyglo and Blaina Town Council
Blaina Institute
High Street
Blaina
NP13 3BN

31st October 2019

Dear Mrs Hughes,

Re: Resignation – One month's notice

Please accept this letter as acknowledgement of one month's notice as per my contract. Therefore, my final day of employment at Nantyglo and Blaina Town Council will be 30th November 2019.

I would like to take this opportunity to thank you and the Town Council for my time in employment here.

Yours sincerely,

Hannah Roberts

