



Colsterworth & District Parish Council

Request for Information Decision Date of request: XX/XX/XX

Date of decision: XX/XX/XX

Request:

Copy the request into this space (if necessary, number each part of the request if more than one type of information requested)

Decision:

In accordance with Section 1(1)(a) of the Freedom of Information Act 2000, you are advised that Colsterworth and District Parish Council does hold information that falls within the description specified in your request.

State whether each item requested is held by the Council and if it is provided or if not which exemption applies. If more than one item requested use the corresponding numbers from above for each part.

If information has been refused, please treat this as a Refusal Notice for the purposes of the Act.

Your right of appeal:

If you have any queries regarding this decision, please contact the Clerk to the Parish Council.

If you are unhappy with the service you have received in relation to your request and wish to make a complaint or request an internal review of our decision (within 40 days of this decision notice) you should write to:

Colsterworth and District Parish Council, 42, Bourne Road, Colsterworth, NG33 5JE

Email address: clerk@colsterworthanddistpc.co.uk

If you are not content with the outcome of your complaint / the Internal Review you may apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

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