

Corporate Directorate



Emailed to: Andy Jennings <request-272541-05bc6fa4@whatdotheyknow.com>

Please ask for: Karen Smith
Direct line: 01473 825753
Fax number: 01473 825742
Your reference:
Our reference: BF164-1516
E-mail: data.protection@babergh.gov.uk
Please reply to: The Babergh Office

Date: 9th June 2015

Dear Mr Jennings

Acknowledgement of your information request

Thank you for your request for information relating to fleet manager submitted to Babergh District Council. Your request was received on 9th June 2015 and it is being dealt with under the terms of the Freedom of Information Act 2000.

If your request relates to information about a planning matter, application details are available online at www.babergh.gov.uk and www.midsuffolk.gov.uk. Planning application files are available to view upon 48 hours notice given to the respective planning reception.

Other information relating to the Councils, their functions and services may also be found on the websites. If you do find what you are looking for, please let me know quoting the reference above.

In some circumstances a fee may be payable and if that is the case, I will let you know. A Fees Notice will be issued to you, and you will be required to pay before we will proceed to deal with your request.

If you have any queries about this letter, please contact me. Please remember to quote the reference number above in any future communications.

Yours sincerely

Karen Smith
Information Management Specialist (Legal).

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Strategic Director (Corporate): Andrew Hunkin
Head of Corporate Organisation: Peter Quirk **Head of Corporate Resources:** Katherine Steel
Chief Finance Officer (S151): Katherine Steel **Monitoring Officer:** Esther Thornton