

**PRIVATE AND CONFIDENTIAL**

Mr. C Bury



Dear Mr. Bury,

**Ref: Subject Access Request**

Thank you for your request made under the UK General Data Protection Regulations received by the council on 25<sup>th</sup> April 2022.

Your request will be processed within one month and the information that you have asked for should therefore be sent to you by 25<sup>th</sup> May 2022 subject to any exemptions under the legislation.

Please let me know if you require any further information at this stage.

Yours sincerely,



H [REDACTED] W [REDACTED]  
**Information Governance Manager**