Freedom of Information Act Request
Reference: F14/0395
Response Date: 17 December 2014

Thank you for your request for information. Maldon District Council can confirm that the requested information is held and the answers to your questions are as follows:

1. Does the leader of the council and or mayor send out official, (provided by the local authority) Christmas cards to following groups: Please note that the Leader of the Council does not send out official Christmas Card, but the Chairman of the Council does and therefore the following responses relate to him.
   a) residents? Yes
   b) council staff? Yes
   c) voluntary groups, LEA teachers, charities and members of the council? Yes

2. If the answer is yes to any or all of the groups above, please could you provide me details of the message on the card, i.e. “seasons greetings”? – Best Wishes for a peaceful Christmas and Happy new year

If you are not satisfied with our response to your request please let us know. If we are unable to resolve the matter quickly then you may wish to pursue this through the Council’s complaints procedure, and any complaints regarding Freedom of Information matters may be dealt with by contacting the Council Offices at Princes Road, Maldon. Complaints should be made in writing or by email to Complaints@maldon.gov.uk or by using the form available on the Council's website at www.maldon.gov.uk. In addition, if you are not satisfied with the Council’s decision you may apply to the Information Commissioner for an independent review at the following address:

The Information Commissioner, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF
Tel 01625 545 745 Fax 01625 524 510 - Email: enquiries@ico.gsi.gov.uk

Committee Services
Maldon District Council
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