

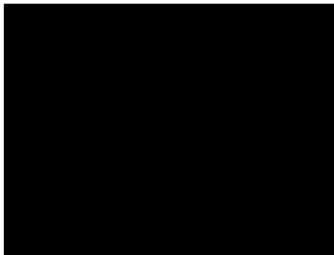


PARISH COUNCIL
Kempsey

Mrs S Dunn
Clerk and Financial Officer
Email: kempseyparishcouncil@gmail.com
Website: www.kempseyhub.co.uk
Tel: 01905 828183

Parish Office
Community Centre
Main Road
Kempsey
Worcester
WR5 3LQ

09 December 2025



Freedom of Information Request – Community Café / Sports Pavilion project.

Section 12 Notice

In response to your request dated 12 November 2025 for information relating to the Parish Council's project at the Pavilion at Plovers Rise Playing Fields, Kempsey, I can confirm that the Parish Council holds documents containing the following information relating to this project:

1. Payments, contracts, invoices, quotations, budget allocations, and commitment records made by the Parish Council relating to the refurbishment of the Pavilion.
2. Project budgets approved by the Parish Council for this project including: the total approved budget, grant funding awarded and local funding.
3. Funds spent to date on the project and amounts remaining or outstanding commitments.
4. Project dates relating to grant award, refurbishment works, opening date for café.
5. Internal reports relating to this project.

After conducting an initial assessment, I must inform you that the Parish Council is refusing this request under Section 12(1) of the Freedom of Information Act 2000 as the cost to the Parish Council of providing the information requested exceeds the 'appropriate limit' prescribed in the Freedom of Information and Data Protection (Appropriate Limit and Fees) Regulations 2004 which is set at £450 for local authorities. This is calculated on a standard

rate of £25 per hour based on estimating the staff time taken to determine if the information is held, locating the information or a document that may contain the information, retrieving the information, or a document that may contain the information, and editing or extracting the releasable information contained within a document.

To respond fully to your request, the Council would need to examine records and emails across multiple years, collate and review financial documents, extract information from project files, and process a large volume of material to determine what can legally be released compliant with General Data Protection Regulation (Section 40). We estimate that this work would significantly exceed the time and cost limit.

Duty to Advise and Assist (Section 16 FOIA)

Although we are unable to comply with the request in its current form, we would be happy to assist you in refining or narrowing it so that it may fall within the cost limit.

You may wish to consider limiting your request to:

- A shorter time period (for example, the last 6 months),
- A single category of documents.

We would suggest that you refer to the information readily accessible on this project at the Parish Council's website www.kempseyhub.co.uk

If you would like to submit a refined request, please let me know and I will reassess it.

Further information on the Freedom of Information Act 2000 and other related matters can be found at the Information Commissioner's Office website ico.org.uk. We would in this respect draw your attention to the provisions of Section 12 (4) of the Act relating to aggregation of costs.

Further details of the Council's Schedule of Charges for Provision of Information may be found at the Parish Council's website.

Right to Review

If you are dissatisfied with this response, you may request an internal review under the Council's policy for Complaints Resulting from Requests for Information - Internal Review Policy available at the Council's website by writing to the Clerk of the Parish Council.

If you remain dissatisfied after an internal review, you may contact the Information Commissioner's Office (ICO), details of which can be found at their website ico.org.uk.

Yours sincerely,

Sharon Dunn
Parish Clerk & Responsible Financial Officer
Kempsey Parish Council