



COLNEY HEATH PARISH COUNCIL

Highfield Park Office
Hill End Lane
St Albans
Hertfordshire AL4 0RA
Tel: 01727 825314

Colney Heath Village Office
83 High Street
Colney Heath
Hertfordshire AL4 0NS
Email: clerk@colneyheathparishcouncil.gov.uk

9th November 2020

**RE: Freedom of Information Act 2000
Colney Heath Parish Council - Newsletter Edition 1**

I am replying to you in response to your email received 14th October which was treated as a Freedom of Information request.

Your request:

The CHPC Newsletter recently circulated, reportedly admired, and well received, please advise:

- a. total number of copies ordered
- b. total number circulated
- c. cost of production / printing
- d. the means of circulation
- e. the cost of circulation
- f. the date when the content was finalised.

Our response:

- a. The total number of copies ordered was 2,500
- b. The total number of copies circulated was 2,435
- c. The cost of production and printing was £1,035.00
- d. Circulation was by a local distribution company
- e. Distribution costs for edition 1 was £150.00
- f. Content was finalised on 1st September 2020

I hope this information is helpful and successfully answers your request for information.

Yours sincerely,

**Lisa Chaplin LCGI PSLCC CPFA CiLCA
Clerk to the Council
For and on behalf of
Colney Heath Parish Council**