



[REDACTED]

Date  
24 October 2024

[REDACTED]

Post Office  
100 Wood Street  
London EC2V 9ER

Your Ref:

**Classification:**  
Public

Dear [REDACTED],

## Freedom of Information Request – FOI2024/01309

We are writing in response to your email received by Post Office Limited (“**Post Office**”) on 30 September, which has been dealt with under the terms of the Freedom of Information Act 2000 (“**FOIA**”).

In your email you have requested the information shown verbatim in bold below:

**“I want to request the following information:**

- 1. Post Office Limited Board minutes from its meeting of 23rd July 2013**
- 2. Post Office Limited Board minutes from its meeting of 26rd July 2013**
- 3. Post Office Limited Board minutes from its meeting of 27rd November 2013**

**For all the meetings please include the attendees.”**

We can confirm that Post Office does hold some of the information you have requested. We can confirm there was no Board Meeting on the 23 July 2013, however there was an Executive Committee meeting. Therefore, we have not included this in your request.

We have provided the documents with this response letter. Please see the documents titled;

Appendix A (26 July 2013)

Appendix B (27 November 2013)

We have withheld some of the information under the exemptions at section 40 relating to personal data.

The information redacted in all documents have been withheld under sections 40(2) and 40(3A) of the FOIA as the information constitutes personal data relating to other persons. These sections exempt personal information from disclosure if that information relates to someone other than the applicant, and if disclosure of that information would breach any of the data protection principles in Article 5(1) of the UK General Data Protection Regulation (GDPR)

We consider that disclosure of this information is likely to breach the first data protection principle, which provides that personal data must be processed lawfully, fairly, and in a transparent manner. Disclosure would not constitute 'fair' processing of the personal data because the information either relates to personal matters about individual Post Office employees. In these instances, all parties would not expect their personal data to be disclosed under this FOIA request.

If you are dissatisfied with the handling of this response, you do have a right to request an internal review. You can do this by writing to the address above within 40 working days of receipt of this response stating your reasons for your internal review request or alternatively, by emailing [information.rights@postoffice.co.uk](mailto:information.rights@postoffice.co.uk).

If, having requested an internal review by Post Office, you are still not satisfied with our response you also have a right of appeal to the Information Commissioner at:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire SK9 5AF

Telephone: 0303 123 1113  
[www.ico.org.uk/foicomplaints](http://www.ico.org.uk/foicomplaints)

Yours sincerely,

Information Rights Team

[information.rights@postoffice.co.uk](mailto:information.rights@postoffice.co.uk)

<https://corporate.postoffice.co.uk/en/governance/access-to-information/access-to-information/>

**Post Office Limited is committed to protecting your privacy, information about how we do this can be found on our website at [www.postoffice.co.uk/privacy](http://www.postoffice.co.uk/privacy)**