

Subject: Your data protection fee - Upcoming Direct Debit payment ICO:00013122379
From: "Information Commissioner's Office Renewals Reminder" <dpfee_renewal_reminder_dd@ico.org.uk>
Date: 11/02/2026, 01:14
To: Sonia Frost <clerk@kettleburgh-pc.gov.uk>

Organisation name: Kettleburgh Parish Council
Registration reference: Z3075314

Dear Sonia Frost

Data protection fee: Your Direct Debit is scheduled for collection

We're contacting you from the Information Commissioner's Office (ICO) to let you know that your data protection fee is due for renewal and your direct debit is due to be collected. We will collect your payment and renew your annual data protection fee on or around your expiry date, 18/03/2026 .

Under the Data Protection (Charges and Information) Regulations 2018 (as amended) all organisations must pay the fee, unless exempt.

Your annual fee amount is **£52.00**, minus £5 fee reduction for paying by direct debit.

Keep us informed

If your details have changed or you no longer need to pay, update your information by:

- visiting our [data protection fee hub](#); or
- using our contact details below.

For data protection fee advice, you can start a [live chat](#).

Please quote your registration reference and your security number when contacting us. You can [request a copy of your security number](#).

Thank you

Registration Team

Information Commissioner's Office
Wycliffe House, Water Lane, Wilmslow, SK9 5AF
T. 0303 123 1113 | [live chat](#) | [ico.org.uk](#)

Our live chat and helpline services are available Monday to Friday between 9am and 5pm (excluding bank holidays)

For information about what we do with personal data see our privacy notice at [ico.org.uk/privacy-notice](#)

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