

SOUTHOE & MIDLOE PARISH COUNCIL

General Privacy Notice

GDPR General Data Protection Regulations

1 These regulations came into force on 25 May 2018.

2 This Privacy Notice is provided to you by Southoe & Midloe Parish Council, which is the data controller for your data.

Processing your personal data

3 The council will process some or all of your personal data where necessary to perform its tasks.

- To contact you regarding the Burial Authority and associated purchases
- To update you on council business, events, consultations
- To promote the interests of the council
- To seek your views, opinions or comments
- To notify you of changes to our facilities, services, events, staff, councillors and other role holders

4 We may contact you by; email, telephone, letter or through social media.

Protecting your personal data

5 Your data will be stored on password protected; computer based or cloud-based systems.

6 Your data may also be stored in hard copy form, under lock and key, and only available to the data controller.

7 Your data will not be shared with a 3rd party without your written consent.

The council will comply with data protection law. This says that the personal data we hold about you must be:

7 Used lawfully, fairly and in a transparent way.

8 Collected only for valid purposes.

9 Relevant to those purposes.

10 Accurate and kept up to date.

11 Kept only as long as necessary.

12 Kept and destroyed securely to protect personal data from loss, misuse, unauthorised access and disclosure.

Your rights and your personal data

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- 1) The right to access personal data we hold on you
 - 2) The right to correct and update the personal data we hold on you
 - 3) The right to have your personal data erased
 - 4) The right to object to processing of your personal data or to restrict it to certain purposes only
 - 5) The right to data portability (transfer to another controller)
 - 6) The right to withdraw your consent to the processing at any time for any processing of data to which consent was obtained
 - 7) The right to lodge a complaint to the Information Commissioner's Office
0303 123 1113 email: <https://ico.org.uk/global/contact-us/email/>
Information Commissioner's Office
Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF

Changes to this notice

We keep this Privacy Notice under regular review and we will place any updates on

<http://southoe-midloe.btck.co.uk/>

This notice was last updated 25 May 2018.

Contact Details

Please contact us if you have any questions about this Privacy Notice or the personal data we hold about you or to exercise all relevant rights, queries or complaints at:

The Data Controller

Southoe & Midloe Parish Council

24 Manchester Road

Brampton

Huntingdon

PE28 4QF

01480 535265

southoe_pc@yahoo.co.uk

<http://southoe-midloe.btck.co.uk/>