

Southoe and Midloe Parish Council
Information kept GDPR records

Data collected from	Data captured	Processed?	Lawful basis	Shared	Shared with	Deleted
Councillors	Name	Y	Legal obligation	Y	HDC	On ceasing to be a councillor
	Address	Y	Legal obligation	Y	HDC	
	Telephone	Y	Legal obligation	Y	HDC	
	Email	Y	Legal obligation	Y	HDC	
	DoB	Y	Legal obligation	Y	HDC	
	declaration of pecuniary interest	Y	Legal obligation	Y	HDC	
Employees	Names	Y	Legal obligation	Y	HMRC	After statutory period of retention
	Address	Y	Legal obligation	Y	HMRC	
	Telephone	Y	Legal obligation	Y	HMRC	
	Email	Y	Legal obligation	Y	HMRC	
	DoB	Y	Legal obligation	Y	HMRC	
	NI	Y	Legal obligation	Y	HMRC	
	Gender	Y	Legal obligation	Y	HMRC	
	Marital stauts	Y	Legal obligation	Y	HMRC	
	Tax code	Y	Legal obligation	Y	HMRC	
	Next of kin	Y	Legal obligation	N		
Bank details	Y	Legal obligation	N			
Complaints	Name	Y	Consent	N		
	Email	Y	Consent	N		
	Address	Y	Consent	N		
	Telephone	Y	Consent	N		
Volunteers	Names	Y	Legal obligation	N		
	Address	Y	Legal obligation	N		
	Telephone	Y	Legal obligation	N		
	Email	Y	Legal obligation	N		
	DoB	Y	Legal obligation	N		