

SAHAM TONEY PARISH COUNCIL PRIVACY STATEMENT

What is Personal Data - Personal data is any information about a living individual which allows them to be identified from that data e.g. name, photographs, video, email or address. The processing of personal data is governed by legislation relating to personal data which applies in the United Kingdom including the General Data Protection Regulation (GDPR) and other legislation relating to personal data and rights such as the Human Rights Act.

This Privacy Notice is provided by Saham Toney Parish Council as the data controller for your data. Other data controllers the Council works with are local authorities and community groups.

Using your personal data. We will only use the personal data which you provide for the purposes for which you provide it and will only hold your information for as long as necessary. Councillors and Council employees who have access to your personal data are obliged to respect the confidentiality of your data. We will not without your consent, provide your personal information to any third parties

We will protect your personal data. We may need to share your personal data with third parties but appropriate security measures will be put in place to protect your data.

How long do we keep your personal data? We will only keep personal data for as long as it is needed. In some instances, we may need to keep the information for an extended period of time to support audits and legal obligations.

Your rights - You have the right to: -

- Access the personal data we hold on you
- Correct the information we hold on you
- Request your personal data is deleted
- Object to the processing of your data
- Withdraw your consent to the processing of your data
- Lodge a complaint with the Information Commissioner's Office

Children – We will not process any data relating to a child without the express consent of the parent or guardian of that child.

Review of this Policy - This Policy will be kept under regular review and changes may be made.

Links to other websites – The website contains links to other websites and Saham Toney Parish Council is not responsible for the privacy policies or practices of third-party websites. You are encouraged to read the privacy policy on these linked websites.

If you have any queries on this policy, please contact the Clerk by email or telephone.