

WHITEPARISH PARISH COUNCIL PRIVACY AND COOKIE POLICY

This privacy policy sets out how Whiteparish Parish Council uses and protects any information that you give Whiteparish Parish Council when you use this website.

Whiteparish Parish Council are committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using this website, then you can be assured that it will only be used in accordance with this privacy statement.

Whiteparish Parish Council may change this policy from time to time by updating this page. You should check this page periodically to ensure that you are happy with any changes.

What we collect

We may collect the following information:

- name and job title
- contact information including email address
- demographic information such as postcode, preferences, and interests

The Clerk holds details of the Electoral Register for the Parish.

The Clerk holds details of regular contacts for local groups and contractors.

Information is held in relation to planning applications and any comments thereon.

Information is held when volunteered to the Parish Council in relation to a query.

What we do with the information we gather

We require this information to understand your needs and provide you with a better service, for the following reasons:

- Internal record keeping.
- We may use the information to improve our services.

How we store personal details

We only store your personal information when volunteered to us by you or when they form part of public record within the Council's Minutes.

The information is held and managed by the Council Clerk.

You have the right to have any personal information amended at any time.

Who can view personal information

It may be necessary for the Council to view certain personal data when considering planning applications and queries. Your personal information will not be disclosed to third parties unless required by law or your prior written consent is sought.

How we will contact you

We may use your personal information to contact you.

Your personal information will not be sold or disclosed to any third parties unless required by law or with your written consent.

How to get a copy of your information

We will try to be as open as we can in terms of giving you access to your information. You can find out if we hold any personal information about you by making a 'subject access request' under the Data Protection Act 2018.

A person about whom information is held is entitled for a fee of £10 to be informed by Whiteparish Parish Council whether any information is held on him/her and to a description of the data and a copy of the information in an intelligible form.

The person is also entitled to request and receive information pertaining to: the purposes for which the data is being held; the recipients or classes of recipients to whom it may be disclosed; and the source of the data.

If the data has been processed by a computer in order to arrive at a decision and the outcome of such processing significantly affects the person concerned then they are entitled to be informed of the logic behind the decision-making process.

Where the processing of personal data causes unwarranted and substantial damage or distress the person is entitled to send a notice to Whiteparish Parish Council requiring such processing to cease. Whiteparish Parish Council must, within 21 days, send the individual a written notice stating that the request has been complied with or the reasons why the request is unjustified. Inadequate compliance with a notice may be remedied by court order.

The person also has the right to have wrong information corrected, blocked from processing or erased.

Links to other websites

Our website may contain links to other websites of interest. However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites, and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.

Visiting our website and use of cookies

When you visit our website, our web server will record technical information such as the IP address of the network you are connecting from, along with your web browser details, operating system, platform, and pages visited.

We have implemented Matamo Analytics, which makes use of “cookies,” in order to provide statistics on visitor numbers and interaction so that we understand how our website is being used and where we can make improvements.

Your visit is anonymous to us.