BIGBURY PARISH COUNCIL

**PRIVACY POLICY**

Bigbury Parish Council intends to comply with GDPR (General Data Protection Regulation) that came into force on May 25th 2018. This compliance requires that we publish a Privacy Policy, as below.

1. The only data collected about individuals is that provided either on the electoral role or by contact in response to specific enquiries about parish matters. This data may include the names and contact details (including postal addresses, telephone numbers and email addresses) of single individuals or of those individuals representing local government or commercial organisations.

2. This data may be stored as hard copy, in digital format on a computer database, or both and will be held at the Clerk's address (see below) and/or those of elected Councillors and will be used specifically for parish matters.

3. Contact details will not be shared with any third party without the permission of the owner.

4. When no longer of use, data will be deleted from all stored files, including those held by Councillors who have not been re-elected or have resigned from their post.

5. Parishioners can find out what information is held about them and/or ask to be removed from the parish databases at any time by contacting the Clerk, as below.

6. Residence within Bigbury Parish implies CONSENT for Bigbury Parish Council to use data to provide parishioners with information about our own activities and those of any relevant organisation with similar interests.

7. E-mail messages from the council will be sent BCC when multiple addressees are involved.

By authority:

Ian Bramble

Parish Clerk, Bigbury

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October 2023