

Cavendish Parish Council

Contact Privacy Statement

Clerk: Kay Garner

Tel: 07417 546046

E-mail: clerk@cavendishparishcouncil.gov.uk

When you contact Cavendish Parish Council, the information you provide (personal information such as name, address, email address, phone number, organisation) will be processed and stored so that it is possible to contact you and respond to your correspondence, provide information and/or access our facilities and services. Your personal information will be not shared or provided to any other third party.

Information Security

Cavendish Parish Council cares to ensure the security of personal data. We make sure that your information is protected from unauthorised access, loss, manipulation, falsification, destruction or unauthorised disclosure. This is done through appropriate technical measures and appropriate policies. We will only keep your data for the purpose it was collected for and only for as long as is necessary. After which it will be deleted.

Your Rights

Access to Information

You have the right to request access to the information we have on you. You can do this by contacting our Parish Clerk, Kay Garner, using the contact details above.

Information Correction

If you believe that the information we have about you is incorrect, you may contact us so that we can update it and keep your data accurate. Please contact our Parish Clerk, Kay Garner, using the contact details above.

Information Deletion

If you wish Cavendish Parish Council to delete the information about you please contact our Parish Clerk, Kay Garner, using the contact details above.

Right to Object

If you believe that your data is not being processed for the purpose it has been collected for, you may object: Please contact our Parish Clerk, Kay Garner, using the contact details above.

Rights Related to Automated Decision Making and Profiling

Cavendish Parish Council does not use automated decision making or profiling of individual personal data.

To Sum Up

In accordance with the law, we only collect a limited amount of information about you that is necessary for correspondence, information and service provision. We do not use profiling, we do not sell or pass your data to third parties. We do not use your data for purposes other than those specified. We make sure your data is stored securely. We delete all information deemed to be no longer necessary. We constantly review our Privacy Policies to keep it up to date in protecting your data.

Complaints

If you have a complaint regarding the way your personal data has been processed please contact our clerk, Kay Garner, or the Information Commissioners Office casework@ico.org.uk Tel: 0303 123 1113