

Date of approval: 17 February 2026

Date for review: May 2027 and annually thereafter

Bowes Parish Council

Contact Privacy Notice

Introduction

In accordance with the law, Bowes Parish Council only collects a limited amount of information about you that is necessary for correspondence, information and service provision. The Council does not use your data for purposes other than those specified. The Council makes sure your data is stored securely and deletes all information deemed to be no longer necessary.

The Council does not use profiling or cookies and it does not sell or pass your data to third parties.

When you contact us

The information you provide (personal information such as name, address, email address) will be processed and stored to enable us to contact you and respond to your correspondence, provide information and/or access our services.

The Councils Right to Process Information

General Data Protection Regulations (2018) - Article 6(1) (a) (b) and (e) provides a legal basis for us holding your data if:

- Processing is with consent of the data subject or
- Processing is necessary for compliance with a legal obligation or
- Processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller.

Information Security

Bowes Parish Council has a duty to ensure the security of personal data. We make sure that your information is protected from unauthorised disclosure. This is done through appropriate technical measures and appropriate policies. Copies of these policies can be requested. We will not process any data relating to a child (under 13) without the express parental/guardian consent of the child.

Access to information

You have the right to request access to the information we have on you. You can do this by contacting the Clerk: (clerk@bowesparishcouncil.gov.uk).

Information Correction and deletion

If you believe that the information we have about you is incorrect or held incorrectly, you may contact us so that we can update it or delete it. Please contact the Clerk to do this (contact details above).

Complaints

If you have a complaint regarding the way your personal data have been processed you may make a complaint to the Clerk as above or the Information Commissioner (Tel 0303 123 113). casework@ico.org.uk