

Lower Halstow Parish Council Privacy Notice

Date: 15/10/2021

Version: 1.1

This Privacy notice provides information on how Lower Halstow Parish Council collects and processes your personal data when you contact us, either electronically, in writing or in the course of taking part in a parish council meeting.

It is important that you read this privacy notice together with our privacy policy which contains more detailed information about our data processing.

1. Important information and who we are:

Lower Halstow Parish Council is the controller and responsible for your personal data. Hugofox is the controller responsible for the Lower Halstow Parish Council website.

We have appointed the parish clerk as the privacy manager. If you have any questions about this privacy notice or our data protection practices please contact the parish clerk.

Contact details:

c/o The Parish Clerk,
Amberley,
5 The Street,
Sporle,
King's Lynn
Norfolk
PE32 2EA

or by e-mail: clerk.lhpc@gmail.com

2. The data we collect about you:

We may collect, use, store and transfer different kinds of personal data about you as follows:

- Identity data
- Contact data
- Financial Data.
- Transaction Data.
- Technical Data.

3. How we use your data:

We will only use your data for the purpose for which we collected it, which includes, but is not limited to, the following:

- To respond to any questions, queries or business matters to which you have contacted Lower Halstow Parish Council.
- To register you as a new contact
- To manage your relationship with us.

4. How we share your personal data:

We may share your personal data within Lower Halstow Parish Council (parish councillors), and with councillors outside the parish or MP's if appropriate so to do.

We will share your personal data with law enforcement agencies if required to do so.

5. International transfers:

We will not transfer your personal data outside of the UK.

6. Your legal rights:

Under certain circumstances, you have the rights under data protection laws in relation to your personal data including the right to receive a copy of the personal data we hold about you and the right to make a complaint at any time to the Information Commissioner's office, the UK regulator for data protection issues (www.ico.org.uk)