

General Data Protection Regulation(GDPR) Statement for Stedham with Iping Parish Council Website

GDPR - Privacy Notice

Stedham with Iping Parish Council (SIPC) takes the protection of your data seriously. Its aim is to provide a personalised and valuable service whilst safeguarding the privacy of users. Collecting some personal information is necessary if the website, and the Council's services, are to satisfy the expectations and requirements of the users. The Parish Council has set out below what will be done with your personal information.

Visitors to this web site

The SIPC web site does not collect any personal data or use any analytics to record details such as internet log information or details of visitor behaviour patterns. The web site does not use cookies, or other methods, to track and monitor the viewing patterns of visitors to our website, or to automatically customise the user experience.

Security and Performance

The Council uses a third-party service to help maintain the security and performance of the website. To deliver this service it may process the IP addresses of visitors to the site.

Links to other websites

This privacy notice does not cover the links within the SIPC website linking to other websites. Please read the privacy statements on the other websites you visit.

Email

Emails that the Council send to you, or that you send to the Council may be kept as a record of contact. The Council may also store your email address for future use. If the Council needs to email sensitive or confidential information to you, it will check that the correct email address is being used and may use additional security measures. If you need to send the Council sensitive information, it is recommended to use an encrypted email or the postal service.

Disclosure of personal information

Where the Council collect contact details via its website, email or via other means, it is for the purposes of providing the statutory and other services to existing and potential correspondents and residents. The Council will never disclose personal details without the consent of the owner unless required to by law. Details are only held for as long as is necessary for Parish Council business, normally not more than 7 years.

Access to personal information

Individuals can find out if the Council hold any personal information by making a 'subject access request' under the General Data Protection Regulations. If the Council does hold information about you, it will:

- give you a description of it
- tell you why it is being held
- tell you who it could be disclosed to
- let you have a copy of the information in an intelligible form.

Please make any such request in writing via the Clerk at:

clerk@stedhamwithiping-pc.gov.uk

The Council will normally respond within 30 days.

If at any time you feel that the Council has failed to meet these standards then please contact either the Chair (Email address available on SIPC Website) or the Clerk(address as above) or make a comment directly to the Information Commissioner using their website www.ico.org.uk/concerns.