Croxdale and Hett Parish Council
c/o 25 Swallow Close
Esh Winning
DURHAM
DH7 9JN

Tel: 07739 776 167
Email: croxdalehettpc@gmail.com

Contact Privacy Notice
(Placed on Notice Boards and Website June 2018)

When you contact us
The information you provide (personal information such as name, address, email address, phone number, organisation) will be processed and stored to enable us 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.

The Council's Right to Process Information
General Data Protection Regulations Article 6 (1) (a) (b) and (e)

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
Croxdale and Hett Parish Council has a duty 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. Copies of these policies can be requested.

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.

Children
We will not process any data relating to a child (under 13) without the express parental / guardian consent of the child concerned.

Access to Information
You have the right to request access to the information we have on you. You can do this by contacting our Data Information Officer: (Parish Clerk – details as 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: (Parish Clerk – details as above) to request this.