



HERTINGFORDBURY PARISH COUNCIL

PRIVACY POLICY

Hertingfordbury Parish Council is committed to respecting your privacy and the privacy of every visitor to the website. The information we collect about you will be used to fulfil the required services and enable us to improve how, as an organisation, we deal with you.

Should you have a question about the data we store, our contact details are:

Mrs Amanda Glew
Hertingfordbury Parish Clerk
22 Firs Walk
Tewin
Herts.
AL6 ONZ
Hertingfordburyparishclerk@outlook.com
01438 798047

The information that we collect about you will only be used lawfully (in accordance with the Data Protection Act 1998 and the General Data Protection Regulation 2018). All data is retained exclusively within the United Kingdom, or transferred only to 'third countries' where 'adequacy of protection' or specific certification as defined by The GDPR has been confirmed.

This information will not be disclosed to anyone outside Hertingfordbury Parish Council or other companies with which Hertingfordbury Parish Council has arranged services for your benefit.

We expect the information we hold to be accurate and up to date. You have the right as an individual to find out what information we hold about you and make changes if necessary; you also have the right, assuming we are not obligated by law to refuse, to ask us to stop using the information. To have your information removed or rectified, please contact Hertingfordburyparishclerk@outlook.com

The type of information that we will collect on you, and you voluntarily provide to us includes:

- * Your name
- * Address
- * Telephone number(s)
- * Email address
- * IP address

You are under no statutory or contractual requirement or obligation to provide us with your personal information; however we require at least the information above in order for us to deal with you in an efficient and effective manner.

We will not store, process or transfer your data outside the parties detailed above unless we have an appropriate lawful reason to do so. Unless we are precluded from doing so by law, you have the right to remove your consent at any time by contacting us and requesting that processing of your details be restricted or deleted.

Unless otherwise required by law, your data will be stored for a period of 5 years after our last contact with you, at which point it will be deleted.



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PROTECTION OF PERSONAL INFORMATION

Hertingfordbury Parish Council takes precautions, including administrative, technical, and physical measures, to safeguard your Data against loss, theft, and misuse, as well as against unauthorised access, disclosure, alteration, and destruction.

Hertingfordbury Parish Council has implemented reasonable administrative, technical, and physical security controls to protect against the loss, misuse, or alteration of your data.

If you have a concern about how we handle your data, or you would like to lodge a complaint, you may do so by contacting [The Information Commissioners Office](#).

23rd May 2018