

Pannal and Burn Bridge Parish Council

Complying with the General Data Protection Regulations (GDPR)

General

This privacy policy sets out how Pannal and Burn Bridge Parish Council seeks to comply with GDPR and how it uses and protects any information that you provide when you use this website or subscribe to our Newsletters.

Pannal and Burn Bridge Parish Council is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using this website or if you are in communication with us, then you can be assured that it will only be used in accordance with this privacy statement.

Pannal and Burn Bridge Parish Council may change this policy from time to time by updating the statement on this page. You should check this page from time to time to ensure that you are happy with any changes. This policy is effective from 17th May 2018

What we collect

For the purposes of communicating with you through our newsletter, we only record your email address.

If you make an inquiry either through the “contact us” page on our website or directly to one of the Councillors and or the Clerk, we will hold this information until you either ask us not to or the inquiry is completed.

If you’re not on our newsletter contact list, we may ask you if you’d like to be. If so, the rules below on “What We Do with the Information We Gather” apply

What We Do with the Information We Gather

For our Newsletters, we hold any contact details in an on line service call “MailChimp”. This company is fully compliant with GDPR and is the platform through which we send out our routine correspondence. MailChimp has an unsubscribe facility which you can use at any time.

In addition, if you’ve mailed or made contact with any of the Councillors or the Parish Clerk, the response will be by email or telephone and this information, exactly as you’ve sent it to us, will be held in our email records (usually Microsoft outlook on the Parish Council’s server) until you either ask us not to or the inquiry is completed.

We are required to review the storage of data every six months.

Cookie Policy

Cookies are very small text files that are stored on your computer when you visit some websites.

Pannal and Burn Bridge Parish Council

Cookies can be used to identify which pages are being used – though the Parish Council does not use this facility (as at May 2018). Using cookies can help analyse data about web page traffic and improve websites in order to needs. Were the Parish Council to use cookie data, it would only do so for statistical analysis purposes and then the data is removed from the system.

You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. This may prevent you from taking full advantage of the website.

Whatever, the Parish Council will never use information gained through its website to share any personally identifiable information with third parties.

Links to Other Websites

Our website may contain links to enable you to visit other websites of interest easily. However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.

Controlling Your Personal Information

We will not sell, distribute or release your personal information to third parties unless we have your permission, you ask us to, or are required to do so by law.

We will only your personal information (the email address you've given us) to send you newsletters – from which you can unsubscribe at any time.

You may request details of personal information which we hold about you under the Data Protection Act 1998. If you would like a copy of the information held on you please contact the Parish Clerk.