Marchington Parish Council

PRIVACY POLICY

Address: 20 Windmill Drive
Marchington
Uttoxeter
Staffordshire
ST14 8JP

Email: marchingtonpc@gmail.com

Telephone: 07549 164641

When you contact us

The personal information you provide (e.g. name, address, email address, phone number) is processed and stored to enable us to contact you and provide information/services. The personal information you provide will not be shared with any third party without your explicit consent unless this is deemed necessary for, or is required for, legal considerations or service provision.

Information security

Marchington Parish Council has a duty to ensure the security of personal data. We will only keep the data for the purpose it was collected and only for as long as the matter raised is of relevance to Council business, after which it will be deleted.

Children

We will not process or store any data relating to a child under the age of 16 without the express consent of the parent/guardian of the child concerned.

Access to information

You have the right to request access to the personal information we hold on you. You can do this by contacting our Data Information Officer (Mrs. Clare Nash, Clerk to the Council, contact details above).

Information correction

If you believe that the information, we have about you is incorrect, you may contact us so that we can correct any errors. You can do this by contacting our Data Information Officer (Mrs. Clare Nash Clerk to the Council, contact details above).

Information deletion
You may request the deletion of your data held by Marchington Parish Council at any time. If you wish to do this please contact our Data Information Officer (Mrs. Clare Nash, Clerk to the Council, contact details above).

Right to object
If you believe that your personal data is not being used for the purpose it was collected for you may object. You can do this by contacting our Data Information Officer (Mrs. Clare Nash, Clerk to the Council, contact details above).

Rights related to automated decision making and data profiling.
Marchington Parish Council does not use any form of automated decision making or profiling of individual personal data.

Summary
In accordance with the law, we collect only a limited amount of personal information that is necessary for correspondence and information/service provision. We do not use profiling. We do not sell personal data to third parties. No personal information is passed to any third party without explicit consent unless this is deemed necessary for, or is required for, legal considerations or service provision. We do not use personal data for purposes other than those stated. We ensure that personal data is secure. We delete data deemed to be no longer necessary.

Complaints
If you wish to make a complaint regarding the way your personal data has been processed by Marchington Parish Council you may do so by contacting our Data Information Officer (Mrs. Clare Nash, Clerk to the Council, contact details above) and/or the Information Commissioner's Office (email: casework@ico.org.uk, telephone: 0303 123 1113).