

Stalmine-with-Staynall Parish Council Data Privacy Notice

Who are we?

This Privacy Notice is provided to you by the Stalmine-with-Staynall Parish Council, which is the data controller for your data.

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 without your consent.

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

Stalmine 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 keep your data only for the purpose it was collected for and only for as long as is necessary, after which it will be deleted. (You may request the deletion of your data held by Stalmine Parish Council at any time).

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 Parish Clerk using the details at the bottom of this document.

Council Address: c/o 32 Mill Lane, Stalmine, Poulton le Fylde, FY6 0LR

Email Address: clerk@stalmine-with-staynall-pc.gov.uk Telephone number: 07769 686674

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 the Parish Clerk to request this.

Information Deletion

If you wish Stalmine Parish Council to delete the information about you please contact the Parish Clerk to request this.

Right to Object

If you believe that your data is not being processed for the purpose it has been collected for, you may object by contacting the Parish Clerk.

Rights Related to Automated Decision Making and Profiling

Stalmine Parish Council does not use any form of automated decision making or the profiling of individual personal data.

Conclusion: In accordance with the law, we collect only a limited amount of information about you that is necessary for correspondence, information and service provision. We do not use profiling; we do not sell or pass your data to third parties. We do not use your data for purposes other than those specified. We make sure your data is stored securely. We delete all information deemed to be no longer necessary. We constantly review our privacy policies to keep them up to date in protecting your data. (You can request a copy of our policies at any time).

Complaints

If you have a complaint regarding the way your personal data has been processed you may make a complaint to Stalmine Parish Council, in the first instance to the Clerk to the council: Debbie Smith, via email at clerk@stalmine-with-staynall-pc.gov.uk You can also contact the Information Commissioners Office casework@ico.org.uk Tel: 0303 123 1113.

Document control			
Document title SWS Privacy Notice			
Version number	Date approved	Author	Next Review
V1.0 final	12 June 2018	Alison May (SLCC template)	June 2019
“	Oct 2021	“	Oct 2022
“	Sept 2023	Debbie Smith	Sept 2024

Council Address: c/o 32 Mill Lane, Stalmine, Poulton le Fylde, FY6 0LR

Email Address: clerk@stalmine-with-staynall-pc.gov.uk Telephone number: 07769 686674

“	Sept 2024	Debbie Smith	Sept 2025
“	Oct 2025	Debbie Smith	Oct 2026

Council Address: c/o 32 Mill Lane, Stalmine, Poulton le Fylde, FY6 0LR
Email Address: clerk@stalmine-with-staynall-pc.gov.uk Telephone number: 07769 686674