

BARFORD SHERBOURNE & WASPERTON JOINT PARISH COUNCIL

General Data Protection Regulations (GDPR) 2018

Privacy Policy

Where this policy applies

This privacy policy applies to all data collected and processed on all websites, databases and their associated systems which are owned or managed by the JPC.

Why we collect and process your personal data

To be able to provide the range of services offered by the JPC we collect and process certain information or data about you. We do this when you personally subscribe by requesting our services.

What personal data or information we collect and process

We collect:

- Name;
- Address;
- Your email address;
- Telephone/mobile number;

We do not collect or process sensitive personal data (as defined in GDPR 2018).

The Lawful Basis (defined in GDPR)

The JPC's lawful basis for processing your data is that you have requested a service and freely provided your personal data with which the JPC is required to deliver the service. To deliver this service and meet its obligations, the JPC must hold and process your personal data. The legislation requires individual consent to be renewed every two years which is difficult for a parish council. The JPC therefore will be using the alternative definition of a "legitimate contractual reason" as its lawful basis for holding your personal data.

Where your data is stored

We store your data on internal systems used to process and manage data with password protected access for authorised staff.

Keeping your data secure

Sending information over the internet is generally not completely secure, and therefore we cannot guarantee the security of your data while it is in transit. We have procedures and security features in place to keep your data secure and we ensure management of data is restricted to authorised staff only; each of whom have unique password protected access.

Sharing your information

We do not share your information with any other organizations or third parties for marketing, market research or commercial purposes, and we do not pass on your details to other websites.

We do share your personal information where we have a legal obligation or contractual requirement to do so to fulfil a service you have requested

Updating or changing your preferences

GDPR 2018 is explicit that you must have an opportunity to change your personal preferences in respect of data we may hold (this includes deleting your data). You have the option to update your preferences at any time by contacting the JPC where a request to update your preferences will be executed. Use the following options:

- By email to clerk@barfordsherbournewasperton-jpc.gov.uk
- Telephone 017369 206005
- Write to: The Clerk, Barford, Sherbourne & Wasperton JPC, 19 Hewlands Crescent, Stratford Upon Avon, Warwickshire CV37 9YD

Should you wish to see a copy of your personal data held by the JPC, please contact us using one of the methods described above.