

# Brickendon Liberty Parish Council Privacy Policy

## PRIVACY

Brickendon Liberty Parish Council is committed to respecting your privacy and the privacy of every visitor to our web site. 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:

Brickendon Liberty Parish Council, Laura Brooks-Payne, Clerk, PO Box 81, Knebworth, SG3 6YZ, 07803 906291, [clerk@brickendon-liberty.org.uk](mailto:clerk@brickendon-liberty.org.uk)

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 Brickendon Liberty Parish Council or its associated companies, partners, and other companies with which Brickendon Liberty 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 [Clerk@brickendon-liberty.org.uk](mailto:Clerk@brickendon-liberty.org.uk)

The type of information that we will collect on you, and you voluntarily provide to us on this website includes: name, address, email address, telephone number. You are under no statutory or contractual requirement or obligation to provide us with your personal information; however we sometimes require the information above in order for us to deal with you as a parishioner in an efficient and effective manner.

The legal basis for processing your data is based on your interest that we will have requested at the point the information was initially provided, therefore 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 2 years after our last contact with you at which point it will be deleted.

## PROTECTION OF PERSONAL INFORMATION

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

Brickendon Liberty Parish Council uses industry-standard efforts to safeguard the confidentiality of Data. We have implemented reasonable administrative, technical, and physical security controls to protect against the loss, misuse, or alteration of your Data.

## COOKIES

This website does not use cookies.

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](#).