## MARSTOW PARISH COUNCIL

## **DATA PROTECTION**

## **PRIVACY NOTICE**

The Parish Council is the Data Controller under Data Protection Law and will use the information you provide in order to communicate with you.

Should you write to the Parish Council - usually to the Clerk - then it is assumed unless we are otherwise informed that this is the vehicle of communication.

Your correspondence would only be circulated to other Council members or discussed at Council meetings with your agreement.

Please see the Council website for more information and a summary as to how we conduct our business.

The legal basis for processing this data is your consent to do so.

You can withdraw your consent at any time by notifying the Parish Council Clerk – details on the Council website.

Your information will not be given to anyone else or be used for any other purpose and remains solely with the Council.

Individuals have rights under the Data Protection Law including the right to request their information.

You also have a right to make a complaint about the way your information / personal data is handled – in the first instance to the Clerk.

You can also contact the Information Commissioners Office.

Please see our website marstowpc.org.uk for more information regarding Data Protection and about how we handle our Parish Council meetings and correspondence.

**April 2018**