

# LLANFAIR COMMUNITY COUNCIL

## PRIVACY NOTICE

This Policy covers the treatment of personally identifiable information (PID) that the Council collects when you are using the website, when you email us, or when you complete and submit a form via our website.

The Council holds and processes personal data in accordance with all current legislation relating to data protection, complies with Data Protection legislation which will be updated to comply with new legislation.

### **Information collection and use**

You can visit the site and use many of the services without telling the Council who you are or giving us any personally identifiable information. If you make a request for information or to answer a query the Council will keep your PID but only for as long as required and to improve the site.

### **Information sharing and disclosure**

The Council will not sell or rent your personally identifiable information to anyone.

The Council will only send personally identifiable information about you to other organisations when it has your consent or have a legal reason to do so.

### **Access to Information**

You have the right to request access to the information we have on you. You can do this by contacting The Clerk at [clerk@llanfaircommunitycouncil.gov.uk](mailto:clerk@llanfaircommunitycouncil.gov.uk) or Tel: 07969 204773

### **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 Clerk at [clerk@llanfaircommunitycouncil.gov.uk](mailto:clerk@llanfaircommunitycouncil.gov.uk) or Tel: 07969 204773 to request this.

### **Information Deletion**

If you wish Llanfair Community Council to delete the information about you, please contact The Clerk at [clerk@llanfaircommunitycouncil.gov.uk](mailto:clerk@llanfaircommunitycouncil.gov.uk) com or Tel: 07969 204773 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: Please contact The Clerk at [clerk@llanfaircommunitycouncil.gov.uk](mailto:clerk@llanfaircommunitycouncil.gov.uk) or Tel: 07969 204773 to object.

### **Rights Related to Automated Decision Making and Profiling**

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

### **Conclusion:**

- In accordance with the law, we only collect 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 it up to date in protecting your data.

**Complaints**

If you have a complaint regarding the way your personal data has been processed, you may make a complaint to The Clerk at [clerk@llanfaircommunitycouncil.gov.uk](mailto:clerk@llanfaircommunitycouncil.gov.uk) or Tel: 07969 204773 and the Information Commissioners Office [casework@ico.org.uk](mailto:casework@ico.org.uk) Tel: 0303 123 1113.

**Cookies**

The Council does not use Cookies on it's website.