

Privacy Notice - Boldre Parish Council (BPC)

We are committed to protecting and respecting your privacy. For the purpose of the General Data Protection Regulation. The Parish Clerk is the Data Controller. Contact details are;

- Mail: Parish Clerk & Responsible Finance Officer, c/o Community Shop, PILLEY, Lymington, SO41 5QP
- Email: clerk.boldre@parish.hants.gov.uk
- Telephone: 07751 497597

The categories of information that we collect, process, hold and share include:

- personal information (such as name, address, email address and telephone numbers)

Why we collect and use this information

We will use your data to:

- deal with any issues or complaints you may have in relation to Boldre Parish Council

The lawful basis on which I process this information

1. Where it is in the public interest to do so
 - Examples of this might include: dealing with resident issues or complaints
2. Where there is a legitimate interest to do so
 - Examples of this include: Planning Applications, Highway issues (e.g. ditch problems, encroachment by hedging/trees)

How and when can you withdraw consent?

We rely on consent to process your personal data you can withdraw consent at any time by contacting the Parish Clerk by using any of the contact details above.

Storing this information

We store your data on the Parish computer. Physical documents including printouts of email where required are stored at the clerks home in a filing cabinet.

Data Security

We have put in place appropriate security measures to prevent your personal information from being accidentally lost, used or accessed in an unauthorised way, altered or disclosed.

We have put in place procedures to deal with any suspected data security breach and will notify you and any applicable regulator of a suspected breach where we are legally required to do so.



Who we share this information with

We routinely share this information with one or more of the following:

- New Forest District Council staff
- New Forest District Council Councillors
- Hampshire County Council staff
- Hampshire County Council Councillors
- Other public bodies
- Police
- Schools
- Parish and Town Councils

We do not share information about you with anyone without consent unless the law allows us to do so.

New Forest District Council

We share information about you with NFDC officers and sometimes with other NFDC councillors in order to resolve issues or complaints you may have.

Hampshire County Council

We share information about you with HCC officers and sometimes with other HCC councillors in order to resolve issues or complaints you may have.

Other organisations

We share information about you with other public bodies and voluntary groups in order to resolve issues or complaints you may have.

Requesting access to your personal data

Under data protection legislation, you have the right to request access to information about you that we hold. To make a request for your personal information contact us using the information above.

You also have the following rights:

- Right to be informed.
- Right to rectification.
- Right to erasure.
- Right to restrict processing.
- Right to object.
- Right to withdraw consent.

If you have a concern about the way we collect or use your personal data, we ask that you raise your concern with us in the first instance. Alternatively, you can contact the Information Commissioner's Office at <https://ico.org.uk/concerns/>

- Telephone helpline – 0303 123 1113
- Email – casework@ico.org.uk



Further information

For additional information on Boldre Parish Councils Data Protection Policy please visit:

<https://boldre.org.uk/parish-council/council-policies>

If you would like to discuss anything in this privacy notice, please contact:

The Parish Clerk, Boldre Parish Council

c/o Community Shop, PILLEY, Lymington, SO41 5QP