

Heywood Parish Council

Privacy Notice

How do we use your data?

This Privacy Notice is provided to you by Heywood Parish Council, which is the data controller for your data.

It sets out how Heywood Parish Council uses and protects any information that you give HPC when you use this website. Heywood Parish Council is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using this website, then you can be assured that it will only be used in accordance with this privacy statement. We may change this policy from time to time by updating this page. You should therefore check this page from time to time to ensure that you are happy with any changes. This policy is effective from 12 June 2018.

Data we may collect

We may collect the following information from time to time:

- your name and job title
- contact information, including telephone numbers and email addresses
- demographic information such as post code, preferences and interests
- other information relevant to your enquiry

What we do with data we gather

We may require this information to understand your needs better and provide you with a better service, and in particular for the following reasons:

- to respond to enquiries
- internal record keeping
- improvements to our services
- we may periodically use any information we gather to customise our website and services according to your interests

Security

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

Cookies

We use traffic log cookies to identify which pages are being used. This helps us analyse data about our web traffic and make improvements to our website so that it better serves our electors' needs. We only use this information for statistical analysis purposes and then the data is removed from the system. No personally identifiable data is collected in this process.

Overall, cookies help us provide you with a better website, enabling us to monitor which pages you find useful and which you do not. A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us. You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually

modify your browser setting to decline cookies if you prefer. This may prevent you from taking full advantage of our website, and websites generally.

Links to other websites

Our website contains links to other websites of interest. However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information that you provide whilst visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.

Controlling your personal data

You have complete control over what data you decide to share with us. We shall not sell, distribute or lease your personal information to third parties.

Approved at Heywood Parish Council meeting on 11 June 2018, minute #25.1