

**Naunton Parish Council****Internal register of processing activities****Last reviewed January 2024****Schedule of Processing, Personal Data and Data Subjects**

Description	Details
Subject matter of the processing	Email addresses of local residents
Duration of the processing	Until resident requests their details are deleted.
Nature and purposes of the processing	To send and request information regarding the council's activities and other matters of interest to the residents.
Type of Personal Data	Name, address, email address, telephone number
Categories of Data Subject	Residents, councillors, suppliers, members of the public, CDC and GCC councillors and officers.
Plan for return and destruction of the data once the processing is complete UNLESS requirement under union or member state law to preserve that type of data	Information will be deleted at the request of the individual or organisation. .