

they process and protect the personal data. It is likely that the Council will need to share your data with some or all of the following, but only where necessary:

- Our agents, suppliers and contractors. For example, we may ask a commercial provider to publish or distribute newsletters on our behalf, or to maintain our database software;
- On occasion, other local authorities or non- profit bodies with which we are carrying out joint ventures e.g. in relation to facilities or events for the community.

6. Individuals have following rights with respect their personal data:

When exercising any of the rights listed below, in order to process any request, the Council may need to verify an individual's identity for security purposes. In such cases, a person will be required to provide proof of identity before any rights can be exercised.

- The right to access personal data we hold on the person
- The right to correct and update the personal data held
- The right to have the individual's personal data erased
- The right to object to processing the personal data or to restrict it to certain purposes only
- The right to data portability
- The right to withdraw consent to the processing at any time for any processing of data to which consent was obtained.
- The right to lodge a complaint with the Information Commissioner's Office.

7. Transfer of data abroad

Any personal data transferred to countries or territories outside the European Economic Area ("EEA") will only be placed on systems complying with measures giving equivalent protection of personal rights either through international agreements or contracts approved by the European Union. Our website is also accessible from overseas so on occasion some personal data, for example in a newsletter, may be accessed from overseas.

8. Further processing

If the Council wishes to use a person's personal data for a new purpose, not covered by this Privacy Policy, then it will provide that individual with a Privacy Notice explaining this new use prior to commencing the processing as well as setting out the relevant purposes and processing conditions. Where and whenever necessary, the Council will seek your prior consent to the new processing.

9. This Privacy Policy will be regularly reviewed.

10. if there are any questions about this Privacy Policy, or the personal data we hold, or to exercise any relevant rights, queries or complaints at contact clerk.claybrookemagnapc@gmail.com

Reviewed and approved by the Parish Council on 8th May 2025; Annual Parish Meeting, minute 8

