

## Site Terms and Conditions

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#### **Disclaimer**

Although Chilton Polden Parish Council uses reasonable efforts to include and update information on this website, it is not possible to guarantee the accuracy or completeness of the information contained within it. We therefore accept no liability for any inaccuracies or any loss or damage arising from the use or reliance on information obtained from the system.

#### **Privacy Policy**

Chilton Polden Parish Council captures information through our statistical software such as: the date you visited this website; your computer IP address; the country you are accessing this site from; the number of times your computer has visited this website and which pages you have accessed. This information is held confidentially. This confidentiality will also apply to any postal correspondence sent to the Parish Council. We do not know, unless you tell us, your identity or any other personal information about you.

**The Chilton Polden Parish Council will comply with data protection law. This says that the personal data we hold about you must be:**

- Used lawfully, fairly and in a transparent way.
- Collected only for valid purposes that we have clearly explained to you and not used in any way that is incompatible with those purposes.
- Relevant to the purposes we have told you about and limited only to those purposes.
- Accurate and kept up to date.
- Kept only as long as necessary for the purposes we have told you about.
- Kept and destroyed securely including ensuring that appropriate technical and security measures are in place to protect your personal data to protect personal data from loss, misuse, unauthorised access and disclosure.

**We use your personal data for some or all of the following purposes:**

- To deliver public services including to understand your needs to provide the services that you request and to understand what we can do for you and inform you of other relevant services;
- To confirm your identity to provide some services;
- To help us to build up a picture of how we are performing;
- To prevent and detect fraud and corruption in the use of public funds and where necessary for the law enforcement functions;
- To enable us to meet all legal and statutory obligations and powers including any delegated functions;
- To carry out comprehensive safeguarding procedures (including due diligence and complaints handling) in accordance with best safeguarding practice from time to time with the aim of ensuring that all children and adults-at-risk are provided with safe environments and generally as necessary to protect individuals from harm or injury;
- To promote the interests of the council;
- To maintain our own accounts and records;
- To seek your views, opinions or comments;

- To notify you of changes to our facilities, services, events and staff, councillors and other role holders;
- To send you communications which you have requested and that may be of interest to you. These may include information about campaigns, appeals, other new projects or initiatives;
- To process relevant financial transactions including grants and payments for goods and services supplied to the council
- To allow the statistical analysis of data so we can plan the provision of services.

### **What we do with personal information**

Where you choose to complete any of our online forms, including contact us forms, the personal information you give us is used by Chilton Polden Parish Council for the purposes described. Chilton Polden Parish Council fully intends to comply with the principles of the General Data Protection Regulation (GDPR) 25 May 2018.

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