

MONKS ELEIGH PARISH COUNCIL

Privacy Information Notice

At Monks Eleigh Parish Council we may collect and use personal information about parishioners in the course of carrying out our legal and social duties.

If and when we record and use personal information, we:

- only collect and access it when we have a good reason related to our responsibilities
- only share what is necessary and relevant and always anonymised, unless we have consent or we consider there is a vital interest
- never use parishioners' information for any commercial purpose

The Council does not hold structured and comprehensive data on all parishioners; such data is held by Babergh District. Where we hold personal data, we handle and store it in line with the law - including the General Data Protection Regulation and the Data Protection Act 2018.

You can contact us to:

- find out whether we are holding any and what personal information about you
- correct your information if it's wrong, out of date or incomplete
- ask us to tell you what we do with your data and to specify the scope of your consent for its use
- request we delete your information
- ask us to stop using your information

If you have any questions about your information that may be held by Monks Eleigh Parish Council, you can contact the Clerk by email on clerk.monkseleigh@gmail.com or by phone on the numbers displayed on the Parish Council website. [Parish Council » Monks Eleigh \(onesuffolk.net\)](http://onesuffolk.net)

You can find out more about your data rights on the Information Commissioner's website. <https://ico.org.uk>