

Wanborough Parish Council

Clerk to the Council: Mrs Angela Raymond

Address: 15 Springlines, Wanborough, Swindon, SN4 0ES

Telephone: 07588 769829

e-mail: clerk@wanborough.info

website: www.wanborough.info

ICO Registration No: Z1177822

Allotment Tenants Privacy Notice

When you sign and return your Allotment Tenancy Agreement, the information you provide (personal information such as name, address, phone number and e-mail address) will be processed and stored so that it is possible to contact you and respond to your correspondence, send invoices relating to your allotment tenancy, to enter you into the annual allotment competition in conjunction with the Wanborough Show Society. Your personal information will not be shared or provided to any other third party.

The Councils Right to Process Information

General Data Protection Regulation (GDPR) Article 6 (1) (a) (b) and (c) Data Protection Act 2018.

Processing is with consent of the data subject

Or

Processing is necessary for compliance with a legal obligation

Or

Processing is necessary for the performance of a contract with the data subject or to take steps to enter into a contract.

Information Security

Wanborough Parish Council is aware of the need to ensure the security of personal data. We make sure that your information is protected from unauthorised access, loss, manipulation, falsification, destruction or unauthorised disclosure. This is done through appropriate technical measures and relevant policies.

We will only keep your data for the purpose it was collected for and only for as long as is necessary. After which it will be deleted.

Children

We will not process any data relating to a child (under13) without the express parental/guardian consent of the child concerned.

Your Rights

Access to Information

You have the right to request access to the information we have on you. You can do this by contacting our Data Controller, The Parish Clerk, contact details as shown above.

Information Correction

If you believe that the information we have about you is incorrect, you may contact us so that we can update it and keep your data accurate. Please contact The Parish Clerk, contact details as shown above.

Information Deletion

All personal information held about you by Wanborough Parish Council will be deleted on termination of your allotment tenancy. Notice to quit your allotment should be sent to The Parish Clerk, contact details as shown above.

Right to Object

If you believe that your data is not being processed for the purpose it has been collected for, you may object. Please contact The Parish Clerk, contact details as shown above.

Rights Related to Automated Decision Making and Profiling

Wanborough Parish Council does not use automated decision making or profiling of personal data.

To Sum up

In accordance with the law, we only collect a limited amount of information about you that is necessary for correspondence, our information and service provision. We do not use profiling, we do not sell or pass your data to third parties. We do not use your data for purposes other than those specified. We make sure your data is stored securely. We delete all information deemed to be no longer necessary. We constantly review our Privacy Policies to keep it up to date in protecting your data.

Complaints

If you have a complaint regarding the way your personal data has been processed you may make a complaint to Wanborough Parish Council's Data Controller, The Clerk to the Council (contact details shown above) and the Information Commissioners Office casework@ico.org.uk tel: 0303 123 1113.

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Consent: Allotment Tenant

I agree that I have read and understand Wanborough Parish Council's Allotment Privacy Notice. I agree by signing below that the Council may process my personal information for statutory purposes, providing information and corresponding with me.

I have the right to request modification on the information that you keep on record

Signed:

Allotment number:

Please Print Name

Date:

E-mail address