



Privacy Policy

OUR PRIVACY AND COOKIE POLICY

PRIVACY

Chorleywood Parish Council is committed to respecting your privacy and the privacy of every visitor to our web site/person completing a form/signing up to a service. The information we collect about you will be used to fulfil the required services and enable us to improve how, as an organisation, we deal with you.

Should you have a question about the data we store, our contact details are:

Yvonne Merritt
Clerk to the Council
South Lodge
Rickmansworth Road
Chorleywood
Herts WD3 5SL

Email: info@chorleywood-pc.gov.uk

Phone: 01923 285594

The information that we collect about you will only be used lawfully (in accordance with the Data Protection Act 1998 and the General Data Protection Regulation 2018). All data is retained exclusively within the United Kingdom, or transferred only to 'third countries' where 'adequacy of protection' or specific certification as defined by The GDPR has been confirmed.

This information will not be disclosed to anyone outside Chorleywood Parish Council or its associated companies, partners, and other companies with which Chorleywood Parish Council has arranged services for your benefit.

We expect the information we hold to be accurate and up to date. You have the right as an individual to find out what information we hold about you and make changes if necessary; you also have the right, assuming we are not obligated by law to refuse, to ask us to stop using the information. To have your information removed or rectified, please contact info@chorleywood-pc.gov.uk

The type of information that we will collect on you, and you voluntarily provide to us on this website/form/service includes:

- * Your name
- * Address
- * Telephone number(s)

- * Email address
- * Survey responses
- * IP address
- * other information relevant to the nature of your contact with us.

We may, in further dealings with you, extend this information to include your address, purchases, services used, and subscriptions, records of conversations and agreements and payment transactions.

You are under no statutory or contractual requirement or obligation to provide us with your personal information; however we require at least the information above in order for us to deal with you as a resident or service user in an efficient and effective manner.

The legal basis for processing your data is based on your consent that we will have at the point the information was initially provided, therefore we will not store, process or transfer your data outside the parties detailed above unless we have an appropriate lawful reason to do so. Unless we are precluded from doing so by law, you have the right to remove your consent at any time by contacting us and requesting that processing of your details be restricted or deleted.

Unless otherwise required by law, your data will be stored for a period for no longer than necessary for the purposes for which the personal information is collected. When determining the relevant retention periods, we will take into account factors including

- Legal obligations(s) under applicable law to retain data for a certain period of time;
- Statute of limitations under applicable law(s);
- (potential) disputes, and ;
- Guidelines issued by relevant data protection authorities
- Guidelines within the Councils standing orders and financial regulations.

PROTECTION OF PERSONAL INFORMATION

Chorleywood Parish Council takes precautions, including administrative, technical, and physical measures, to safeguard your Data against loss, theft, and misuse, as well as against unauthorized access, disclosure, alteration, and destruction.

Chorleywood Parish Council uses industry-standard efforts to safeguard the confidentiality of Data, including encryption, firewalls and SSL (Secure Sockets Layer). We have implemented reasonable administrative, technical, and physical security controls to protect against the loss, misuse, or alteration of your Data.

COOKIE POLICY

Our website uses cookies – these are small text files that are placed on your device to help this website to provide a better user experience. When someone visits our website we collect standard visitor logs. We do this to find out things such as the number of visitors, how much each part of the website is used, etc. This information is collected in a way which does not personally identify individuals.

If we do collect personally identifiable information e.g. for newsletter signup form, survey monkey, or from a 'contact us' form, it will be made clear on that page as to what information we collect and how it will be used.

About Cookies

In general, cookies are used to retain user preferences, store information for things like shopping carts, and provide anonymised tracking data to third party applications like Google Analytics, see below. As a rule, cookies will make your browsing experience better. However, you may prefer to disable cookies on our website and on others. The most effective way to do with is to disable cookies in your browser. Most web browsers allow some control of most cookies through the browser settings. To find out more about cookies, including how to see what cookies have been set and how to manage and delete them, visit www.allaboutcookies.org

Session Cookies

Session Cookies are widely used to make websites work, to allow users to login to their sections of the website, to add items to shopping carts, etc.

We do not use session cookies on our website.

Google Analytics

Our website sets “first party” cookies through its use of Google Analytics. We use Google Analytics to provide us with non-personal site analytics, which in turn help us improve this website. Google Analytics tracking uses cookies in order to provide meaningful reports about web site visitors’ but they do not collect personal data about you. Google Analytics sets or updates cookies only to collect data required for the reports. Additionally, Google Analytics only uses first-party cookies. This means that all cookies set by Google Analytics cannot be altered or retrieved by any service on any domain other than www.chorleywood-pc.gov.uk. Further detailed information on Google Analytics cookies can be found here <https://developers.google.com/analytics/devguides/collection/analyticsjs/cookie-usage>

OTHER COOKIES

We use a cookie to remember your acceptance of this policy.

COMPLAINTS

If you have a concern about how we handle your data, or you would like to lodge a complaint, you may do so by contacting [The Information Commissioners Office](#).



info@chorleywood-pc.gov.uk



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<https://www.facebook.com/chorleywoodpc/>