



Pilling Parish Council

Data Protection and GDPR

Email Contact Privacy Notice (updated January 2026)

Update to GDPR

The recent developments in GDPR and Data Protection under the Data (Use and Access)Act 2025 (DUAA) and the EU's Digital Omnibus Regulation are primarily aimed at modernising and simplifying data protection and require to be implemented by June 2026.

As a consequence of this the Parish Council have updated their policies regarding the following:

- Email Privacy
- Data Collection and Retention
- Data Security

When you contact us

The information you provide (personal information such as name, address, email address, phone number, organisation) will be processed and stored to enable us to contact you and respond to your correspondence, provide information and/or access our facilities and services only.

Your personal information will be not shared or provided to any other third party.

The Councils Right to Process Information

General Data Protection Regulations Article 6 (1) (a) (b) and (e)

- Processing is with consent of the data subject or

Policy agreed: Chair, Parish Council: N Cookson	
Date: 14/01/2026	Minute ref: 5765

- Processing is necessary for compliance with a legal obligation or
- Processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller

Information Security

Pilling Parish Council has a duty 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 appropriate policies. Copies of these policies are available on our website (pilling-pc.gov.uk) or can be requested.

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. (You may request the deletion of your data held by Pilling Parish Council at any time).

Children

We do not process any data relating to children (under 13) 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 via a Subject Access Request (SAR). You can do this by contacting our Data Information Officer: Julia Brewer, Clerk contact at clerk@pilling-pc.gov.uk.

Under the revised guidance the Parish Council now only need to perform a ‘reasonable and proportionate search’.

- **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.

- **Information Deletion**

If you wish Pilling Parish Council to delete the information about you

- **Right to Object**

If you believe that your data is not being processed for the purpose it has been collected for, you may object.

- **Rights Related to Automated Decision Making and Profiling**

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Pilling Parish Council does not use any form of automated decision making or the profiling of individual personal data.

Complaints

If you have a complaint regarding the way your personal data has been processed you may make a complaint to Pilling Parish Council Data Information Officer: Jula Brewer, Clerk to Pilling Parish Council at clerk@pilling-pc.gov.uk or the Information Commission casework@ico.org.uk.

Information Breach

In the unlikely event of a data breach, the Parish Council will undertake to let individuals and the Information Commission within 72 – 96 hours.

Summary

In accordance with the law, Pilling Parish Council only collect a limited amount of information about you that is necessary for correspondence, information and service provision.

- **Pilling Parish Council does not use profiling; we do not sell or pass your data to third parties. Pilling Parish Council does not use your data for purposes other than those specified.**
- **Pilling Parish Council make sure your data is stored securely.**
- **Pilling Parish Council delete all information deemed to be no longer necessary under its Document Retention and Deletion Policy.**
- **Pilling Parish Council constantly review our Privacy Policies to keep it up to date in protecting your data. All policies are displayed on the website (Pilling-pc.gov.uk) however you can request a copy of our policies at any time.**

Reviewed February 2024

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