

# 2023

## Deddington Parish Council

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Susan Fuller - Clerk to the Council



# ALLOTMENT PRIVACY STATEMENT

Version: Original  
Policy adopted: 15 March 2023  
Review: February 2024

## **Allotment Privacy Statement**

### **Consent: Allotment Tenant**

I agree that I have read and understand Deddington Parish Councils Allotment Privacy Notice. I agree by signing below that the Council may process my personal information for statutory purpose, providing information and corresponding with me. I have the right to request modification on the information that you keep on record.

**Signed:**

**Please Print Name:**

**Date:**

# **Allotment Tenants' Privacy**

## **Notice Allotment Tenants' Privacy Notice**

When you sign and return your Allotment Tenancy agreement, the information you provide (personal information such as name, address, email address, phone number) will be processed and stored so that it is possible to contact you and respond to your correspondence and send invoices relating to your allotment tenancy. Your personal information will be not shared or provided to any other third party other than Chair and Treasurer if the Allotment Society who assist the Parish Council and manage the allotment site in Satin Lane.

## **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**

Deddington 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.

## **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 Information Officer: The Clerk to the Council at [deddingtonparishcouncil@googlemail.com](mailto:deddingtonparishcouncil@googlemail.com)

### **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: [deddingtonparishcouncil@googlemail.com](mailto:deddingtonparishcouncil@googlemail.com)

### **Information Deletion**

If you wish Deddington Parish Council to delete the information about you after you have either decided to no longer volunteer, please contact:  
[deddingtonparishcouncil@googlemail.com](mailto:deddingtonparishcouncil@googlemail.com)

### **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 Clerk to the Council at  
[deddingtonparishcouncil@googlemail.com](mailto:deddingtonparishcouncil@googlemail.com)

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

Deddington 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.

### **Complaints**

If you have a complaint regarding the way your personal data has been processed you may make a complaint to Deddington Parish Council Data Information Officer: The Clerk to the Council at [deddingtonparishcouncil@googlemail.com](mailto:deddingtonparishcouncil@googlemail.com) and the Information Commissioners Office casework@ico.org.uk Tel: 0303 123 1113