

EASINGTON COLLIERY PARISH COUNCIL

GENERAL PRIVACY NOTICE

Updated January 2026

Your Personal Data – What Is It?

“Personal data” is any information about a living individual which allows them to be identified from that data (for example a name, photographs, videos, email address, or address). Identification can be direct or indirect by combining data with other information.

The processing of personal data is governed by UK legislation including the General Data Protection Regulation (GDPR) and the Human Rights Act.

Who Are We?

This Privacy Notice is provided to you by Easington Colliery Parish Council, which is the data controller for your data.

Other data controllers the Council works with:

- Local authorities
- Public Bodies
- Community groups

We may need to share your personal data with these organisations so they can carry out responsibilities to the Council. Depending on the purpose, we may act as joint data controllers or independent data controllers.

A description of what personal data the Council processes and for what purposes is set out in this Privacy Notice.

Personal Data the Council Processes

The Council may process some or all of the following personal data where necessary:

- Names, titles, aliases, photographs
- Contact details such as telephone numbers, addresses, and email addresses

- Information relevant to Council services, such as gender, age, marital status, nationality, education/work history, qualifications, hobbies, family composition, dependants

Sensitive Personal Data

We may process sensitive personal data including:

- Physical or mental health information
- Racial or ethnic origin
- Religious or similar beliefs
- Information required to comply with legal obligations

These “special categories of data” require higher levels of protection. We may process them only when:

- You have given explicit written consent
- It is necessary to comply with legal obligations
- It is needed in the public interest
- It is required for legal claims or vital interests

Consent for Sensitive Data

In limited circumstances, we may request your written consent to process sensitive data. You will be fully informed before giving consent.

We may use your data to:

- Send communications you have requested
- Process financial transactions (e.g., grants, payments)
- Conduct statistical analysis to plan services
- Operate CCTV for crime prevention

Legal Basis for Processing

The Council is a public authority and processes personal data to comply with legal obligations and statutory functions.

We may also process data:

- To perform a contract (e.g., allotment tenancy, facility hire)

- With your consent, where required

Sharing Your Personal Data

We may share your data with:

- Local authorities and community groups
- Agents, suppliers, and contractors (e.g., newsletter distribution, database support)
- Other local authorities or not-for-profit bodies involved in joint ventures
- Other public bodies

All third parties must maintain appropriate security measures.

Data Retention

We keep records only as long as necessary. Examples:

- Permanent retention where legally required
- Financial records kept for at least 6 years
- Data retained to defend or pursue legal claims

We delete data when it is no longer needed.

Your Rights and Your Personal Data

You have the following rights:

- Right to Access
- Right to Rectification
- Right to Erasure
- Right to Restrict or Object to Processing
- Right to Data Portability
- Right to Withdraw Consent
- Right to Lodge a Complaint with the ICO

International Data Transfers

Information you provide may be stored or processed outside the UK or EEA. Data published on our website may be accessible worldwide.

You expressly agree to such transfers.

Further Processing

If we intend to use your data for a new purpose not covered by this notice, we will provide a new Privacy Notice and seek consent where required.

Website Privacy

Information We Collect:

- IP address, browser type, geographical location
- Length of visit, page views, referral source
- Any information you choose to send to us

Cookies

Our website uses cookies to improve user experience. By using the site, you consent to their use.

We use:

- Session cookies
- Persistent cookies
- Google Analytics cookies

Third-Party Websites

Our website contains links to other websites. We are not responsible for their privacy policies or practices.

Using Your Personal Data

Personal data submitted on the website will be used for purposes specified in this policy or on the website.

Security of Your Personal Data

We take reasonable precautions to prevent loss, misuse, or alteration of your data. However, internet transmission is inherently insecure.

General

Policy Amendments

We may update this policy by posting a new version on our website.

Updating Information

Please inform us if your personal data needs to be corrected or updated.

Contact Details

Data Controller:

Tony Forster, Parish Council Clerk

Email: clerk@easingtoncollieryparishcouncil.gov.uk