



## Great Missenden Parish Council – Privacy Notice

**Data Controller:** Great Missenden Parish Council

**Data Processors:** Great Missenden Parish Council. (Council staff and councillors process data under the authority of the Council.)

The Council collects and uses personal data to carry out its statutory functions and to provide services to the community. The lawful basis for processing personal data is normally **public task** or **legal obligation**. Consent will only be relied upon where appropriate and meets the requirements of UK GDPR.

**Purpose of processing:** Council business in the service of the community.

**Data retention:** Personal data will be kept only for as long as necessary to fulfil the purposes for which it was collected, or as required by law.

**Your rights:** Under UK GDPR, you have the right to:

- Access the personal data we hold about you
- Correct any inaccuracies in your data
- Request restriction or erasure of your data in certain circumstances
- Object to processing where applicable
- Complain to the Information Commissioner's Office (ICO) if you believe your data has been misused

### Contact:

For queries or to exercise your rights, contact the Parish Clerk at:

- Parish Office
- Tel: 01494 864792
- Email: [clerk@greatmissendenpc.co.uk](mailto:clerk@greatmissendenpc.co.uk)

You can also contact the Information Commissioner's Office (ICO):

- Website: <https://ico.org.uk>
- Tel: 0303 123 1113