DATA PROTECTION AND PRIVACY POLICY

In order to comply with the General Data Protection Regulation 2018, the Community Council will adhere to trhe following principles:

1. Personal data must be processed lawfully, fairly and transparently.
2. Personal data must only be used for a specific processing purpose that the data subject has been made aware of, and for no other purpose without further consent.
3. Personal data should be adequate, relevant and limited ie only the minimum amount of data should be kept for specific processing.
4. Personal data must be accurate and where necessary kept up to date.
5. Personal data should not be stored for longer than necessary, and storage should be safe and secure.
6. Personal data should be processed in a manner that ensures appropriate security and protection.
7. Personal data should only be used for the purpose for which it was gathered, and should be deleted or destroyed when no longer needed for that purpose.
8. Personal data must be kept and destroyed securely, ensuring that technical and security measures are in place to protect personal data from loss, misuse or unauthorised access and disclosure.
9. All Councillors, staff, committees and sub-committees must apply data protection in their work.

In addition, it should be noted that data processing does not need to be based on consent; other bases for processing include contractual necessity and compliance with a legal obligation.