

Holt Parish Council

Privacy Policy

Any personal information you provide to us will be processed and stored so that it is possible to contact you and respond to your correspondence, provide information and/or access our facilities and services. Your personal information will not be shared or provided to any third party without your express consent.

Holt Parish Council endeavours to ensure the security of personal data. We make sure that your information is protected from unauthorized access. We will only keep your data for the purpose it was collected. It will be kept for a maximum period of six years, after which it will be destroyed.

You have the right to request access to any information we hold about you. You can do this by contacting the Parish Clerk (clerk@holtparishcouncil.gov.uk). If you believe the information we have is incorrect, or not being used for the purpose for which it was collected, you may contact us so that we can update it. You may also request that the information is deleted.

Please note – the Council has a legal obligation to retain information relating to their councilors.

If you have a complaint regarding the way your personal data has been processed you may make a complaint to the Data Protection Officer at the Local Public Council Advisory Service.

Approved at Holt Parish Council Meeting 6th December 2018