

# Dunham Massey Parish Council Privacy Notice

## **Our contact details**

Name: Dunham Massey Parish Council

Address: 2 School Lane, Dunham Massey, Altrincham, WA14 4SE

Phone Number: 0161 928 3909

E-mail: [dunhammasseypc@gmail.com](mailto:dunhammasseypc@gmail.com)

## **What type of information we have**

We currently collect and process the following information:

- Forename and Surname
- Email address

## **How we get the information and why we have it**

All the information we retain has been input by the user via our website and none obtained from outside sources.

- We retain the information provided for the distribution of our newsletter
- For ad-hoc contact pertaining to Parish Council or Dunham Massey matters

Under the General Data Protection Regulation (GDPR), the lawful bases we rely on for processing this information are:

**Your consent. You are able to remove your consent at any time. You can do this by contacting [dunhammasseypc@gmail.com](mailto:dunhammasseypc@gmail.com)**

## **What we do with the information we have**

We use the information that you have given us in order to distribute our newsletter and contact you regarding pertinent Parish Council or Dunham Massey Village matters.

We do not share your information.

## **How we store your information**

Our website is hosted on the Wix.com platform. Your data may be stored through Wix.com's data storage, databases and the general Wix.com applications. They store your data on secure servers behind a firewall.

## **Your data protection rights**

Under data protection law, you have rights including:

**Your right of access** - You have the right to ask us for copies of your personal information.

**Your right to rectification** - You have the right to ask us to rectify information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

**Your right to erasure** - You have the right to ask us to erase your personal information in certain circumstances.

**Your right to restriction of processing** - You have the right to ask us to restrict the processing of your information in certain circumstances.

**Your right to object to processing** - You have the right to object to the processing of your personal data in certain circumstances.

**Your right to data portability** - You have the right to ask that we transfer the information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at [dunhammasseypc@gmail.com](mailto:dunhammasseypc@gmail.com) if you wish to make a request.

## **How to complain**

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF  
Helpline number: 0303 123 1113