

STENSON FIELDS PARISH COUNCIL

DATA PROTECTION POLICY

Stenson Fields Parish Council is committed to safeguarding the privacy of its website visitors. This policy sets out how Stenson Fields Parish Council will treat visitor's personal information.

1. INFORMATION COLLECTED BY STENSON FIELDS PARISH COUNCIL

Stenson Fields Parish Council may collect, store and use the following kinds of personal data;

- Information about visitor's computers and about their visits to and use of the Stenson Fields Parish Council website (including their IP address, geographical location, browser type, referral source, length of visit and number of page views;
- Any other information that is chosen to be send to Stenson Fields Parish Council.

2. COOKIES

A cookie consists of information sent by a web server to a web browser, and stored by the browser. The information is then sent back to the server each time the browser requests a page from the server. This enables the web server to identify and track the web browser.

Stenson Fields Parish Council may use both "session" cookies and "persistent" cookies on the website. Stenson Fields Parish Council will use the session cookies to keep track of visitors whilst the website is being navigated. Stenson Fields Parish Council will use the persistent cookies to enable Stenson Fields Parish Council website to recognise visitors when they visit.

Session cookies will be deleted from the visitor's computer when their browser is closed. Persistent cookies will remain stored on visitor's computer until deleted, or until they reach a specified expiry date.

Stenson Fields Parish Council uses Google Analytics to analyse the use of its website. Google Analytics generates statistical and other information about website use by means of cookies, which are stored on users' computers. The information generated relating to the Stenson Fields Parish Council website is used to create reports about the use of the website. Google will store this information. Google's privacy policy is available at:-

<http://www.google.com/privacypolicy.html>

Most browsers allow visitors to refuse to accept cookies. (For example, in Internet Explorer you can refuse all cookies by clicking "Tools", "Internet Options", "Privacy", and selecting "Block all cookies" using the sliding selector.) This may have a negative impact upon the usability of many websites.

3. USING PERSONAL DATA

Personal data submitted to the Stenson Fields Parish Council website will be used for the purposes specified in this Privacy Policy or in relevant parts of the Stenson Fields Parish Council website.

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Stenson Fields Parish Council may use visitor's personal information to;

- Administer the website;
- Improve the browsing experience by personalising the website;
- Enable the use of the services available on the website;
- Provide third parties with statistical information about visitors – but this information will not be used to identify any individual user;
- Deal with enquiries and complaints made by or about visitors relating to the website.

Where visitors submit personal information for publication on the Stenson Fields Parish Council website, Stenson Fields Parish Council will publish and otherwise use that information in accordance with licences granted.

Stenson Fields Parish Council will not, without express consent, provide personal information to any third parties for the purpose of direct marketing.

4. DISCLOSURES

Stenson Fields Parish Council may disclose information about visitors to any of its employees, officers, agents, suppliers or subcontractors insofar as reasonably necessary for the purposes as set out in this privacy policy.

In addition, Stenson Fields Parish Council may disclose information about its visitors;

- To the extent that Stenson Fields Parish Council are required to do so by law;
- In connection with any legal proceedings or prospective legal proceedings;
- In order to establish, exercise or defend Stenson Fields Parish Council legal rights.

Except as provided in this Privacy Policy, personal information held by Stenson Fields Parish Council will not be provided to third parties.

5. INTERNATIONAL DATA TRANSFERS

Information collected by Stenson Fields Parish Council may be stored and processed in and transferred between any of the countries in which Stenson Fields Parish Council operates in order to enable Stenson Fields Parish Council to use the information in accordance with this Privacy Policy.

If visitors are in the European Economic Area (EEA), information which provided may be transferred to countries which do not have data protection laws equivalent to those in force in the EEA.

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In addition, personal information that is submitted for publication on the Stenson Fields Parish Council website may be published on the internet and may be available, via the internet, around the world.

Visitors should expressly agree to such transfers of personal information.

6. SECURITY OF PERSONAL DATA

Stenson Fields Parish Council will take reasonable technical and organisational precautions to prevent the loss, misuse or alteration of personal information.

Stenson Fields Parish Council will store all the personal information provided on secure, password and firewall protected servers.

Data transmission over the internet is inherently insecure, and Stenson Fields Parish Council cannot guarantee the security of data sent over the internet.

7. POLICY AMENDMENTS

Stenson Fields Parish Council may update its privacy policies from time-to-time by posting new versions on its website. Visitors should regularly check Stenson Fields Parish Council website to ensure that they are aware of any changes.

8. VISITOR'S RIGHTS

Visitors may instruct Stenson Fields Parish Council to provide them with any personal information held.

9. THIRD PARTY WEBSITES

The Stenson Fields Parish Council website may contain links to other websites. Stenson Fields Parish Council is not responsible for the privacy policies or practices of third party websites.

10. UPDATING INFORMATION

Visitors should let Stenson Fields Parish Council if any personal information which is held needs to be corrected or updated.

11. CONTACT

Visitor's questions concerning Stenson Fields Parish Council Privacy Policy or the treatment of personal data should be submitted in writing to Stenson Fields Parish Council by either email or by using the Contact Form on the Stenson Fields Parish Council website.