
Humber, Ford & Stoke Prior Group Parish Council

Data Privacy Policy

Drafted	2025
Adopted	17 September 2025
Review Period	5 years
Last Reviewed	2022
Next Review	2030
Author	Allan Drew, Clerk

Introduction This Privacy Policy outlines how we hold and process your data, and your rights under the General Data Protection Regulation (GDPR).

Personal Data Personal data refers to any information about a living individual that allows them to be identified. This includes names, photographs, email addresses, and more.

Data Controller The Data Controller for your data is Humber, Ford & Stoke Prior Group Parish Council. Contact details: The Coach House, Pencombe, Bromyard, HR7 4RL.
Email: clerk@hfspgroupparishcouncil.gov.uk

Data Processing We process personal data for various purposes, including:

- Delivering public services
- Confirming identity
- Contacting you
- Preventing fraud
- Meeting legal obligations
- Safeguarding procedures
- Promoting council interests
- Maintaining records
- Seeking your views
- Notifying you of changes
- Processing financial transactions
- Statistical analysis

Legal Basis We process personal data to comply with legal obligations, perform contracts, and with your consent when necessary.

Data Sharing We may share your data with agents, suppliers, contractors, and other local authorities when necessary to perform our functions.

Data Retention We retain data only as long as necessary, following legal requirements and best practices. We have a data retention policy with more information, also available on this site.

Your Rights You have rights regarding your personal data, including access, correction, erasure, objection, data portability, and the right to withdraw consent. Contact the data controller if you wish to exercise any of these rights.

Data Transfer Abroad Personal data transferred outside the EEA will be protected by equivalent measures.

Further Processing If we use your data for new purposes, we will inform you and seek your consent if necessary.

Policy Updates This policy is reviewed regularly and updated as needed. Last updated: September 2025.

Contact For questions or to exercise your rights, contact: Humber, Ford & Stoke Prior Group Parish Council, The Coach House, Pencombe, Bromyard, HR7 4RL.
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