

DUDDON AND BURTON PARISH COUNCIL

Privacy Policy

Duddon and Burton Parish Council is an elected body representing the Parish residents. It accounts to Chester West and Chester Council by whom it is regulated. This privacy policy sets out how Duddon and Burton Parish Council uses and protect any information that you may give or Duddon and Burton Parish Council may obtain when you use our website.

Amendments to this policy.

Duddon and Burton Parish Council may change this privacy policy from time to time by updating this page. You should check this page from time to time to ensure that you are happy with any changes that are made. Please note that changes in policy – in particular a change to permissible use of personal data – cannot be retrospective. If you submit personal information on the basis set out here Duddon and Burton Parish Council cannot legitimately use that information on a different basis simply by changing the terms of the policy.

If you have any questions about this privacy policy please write to us by email on the contact page.

Duddon and Burton Parish Council's Privacy Policy is set out in the following sections:

1. Types of information collected on this website
2. Using your personal information
3. Security of your personal information
4. Disclosure of your personal information
5. Your rights to review personal information
6. Use of cookies
7. Links to other websites.

1. Types of information collected on this website.

The following kinds of information may be collected on this site in order to better understand your needs and to provide you with a better service.

- a. Information about your computer, your visits and your use of this website. This may include your computer's IP address, its geographical location, your browser type and version, your computer operating system, the referral source, the length of visit, the number of page views and your navigation of the website.
- b. Information that you provide for the purpose of registering to use services on this website and/or in order to subscribe to our website services such as email notifications and newsletters.
- c. Any other information that you specifically choose to send to Duddon and Burton Parish Council.

2. Using your personal information

Personal information submitted to Duddon and Burton Parish Council on this website will be used for the purposes specified in this privacy policy or in relevant parts of the website. If Duddon and Burton Parish Council should require personal information from you that could identify you as an individual Duddon and Burton Parish Council will do so openly and Duddon and Burton Parish Council will never pass your personal information to any third parties for the purpose of direct marketing without your express agreement and consent or under the terms set out below under 'Disclosure of your personal information'.

Duddon and Burton Parish Council may use the personal information held about you in order to:

- a. Administer this website.
- b. Personalise your browsing experience on this website.
- c. Enable your use of the services available on this website.
- d. Send email notifications which you have specifically requested.
- e. Send you marketing communications such as newsletters and other communications where you have specifically agreed to this.
- f. Provide third parties with statistical information provided this information does not in any way identify you as an individual user.
- d. Deal with enquiries and complaints made by you and about you relating to this website.

If you submit personal information expressly for publication on this website, Duddon and Burton Parish Council reserves the right to publish and otherwise use that information in accordance with the license granted to Duddon and Burton Parish Council.

Duddon and Burton Parish Council will provide means for you to inform us at any time that you no longer require email or marketing communications.

3. Security of your personal information

Duddon and Burton Parish Council will store any personal information you provide on secure servers and will take all reasonable technical and organisational precautions to prevent any loss, misuse, disclosure or alteration of your personal information. Please note, however, that Duddon and Burton Parish Council cannot guarantee the security of data sent over the internet and that you are solely responsible for keeping your password and user details confidential.

4. Disclosure of your personal information

As provided in this privacy policy Duddon and Burton Parish Council will not knowingly disclose any information held about you to a third party EXCEPT in the following circumstances:

- a. Where required to do so by law.
- b. In connection with any legal proceedings or prospective legal proceedings.
- c. In order to establish, exercise or defend Duddon and Burton Parish Council's legal rights.

- d. At the request of a purchaser, or prospective purchaser, of any business or asset which Duddon and Burton Parish Council is offering for sale.
- e. To any person or organisation Duddon and Burton Parish Council may reasonably believe may apply to a court or other authority for disclosure of that personal information where, in Duddon and Burton Parish Council's reasonable opinion, such court or authority would be reasonably likely to order its disclosure.

5. Your rights to review personal information

Under the General Data Protection Regulation (GDPR) 2018, you may request details of personal information Duddon and Burton Parish Council holds about you. Duddon and Burton Parish Council will provide you with any personal information held about you subject to:

- f. The provision of reliable evidence of your identity.
- g. The payment of a fee to cover administration costs.

Please note that Duddon and Burton Parish Council may withhold your personal information, if necessary, to the extent permitted by law.

If you believe that any information Duddon and Burton Parish Council holds about you is incorrect or incomplete, please contact us as soon as possible.

6. Use of cookies

Certain areas of this website may use cookies. These cookies are small text files that are stored on your computer when you visit this website. Most major websites use cookies. Cookies help Duddon and Burton Parish Council to track your use of the site, help you to resume where you left off, remember your registration logins, preferences and other customization functions and can be used to help show content that better matches your interests.

Cookies cannot be used to reveal your identity or any personal identifying information. By using this website, you are agreeing to this policy and you consent to our use of cookies in accordance with the terms of this policy. If you wish to use this site but do not wish to accept cookies used by Duddon and Burton Parish Council you can do so by adjusting your browser settings. Independent advice on managing cookies in your browser can be found at www.allaboutcookies.org/ Please note that if you try to use this website without accepting cookies that some parts of this website may not function correctly. If you accept Duddon and Burton Parish Council cookies, your experience of this website will be much improved and your choices and preferences can be saved for when you visit the site again.

This website may use 'session' cookies, 'persistent' cookies and 'third-party' cookies including 'Google cookies'.

a. Session cookies

Session cookies enable Duddon and Burton Parish Council to track your use of this website as you navigate the pages. Session cookies are automatically deleted from your computer when you close your browser.

b. Persistent cookies

Persistent cookies enable Duddon and Burton Parish Council to recognise you when you make a return visit and may be used to register any preferences set on previous visits. Persistent cookies will remain stored on your computer until they are deleted or until they reach a specified expiry date.

c. Third-party cookies

Merchant suppliers and affiliate companies that feature on this website may add their own cookies when you click on their links to visit their website. We will alert you when this is about to happen. Please note that Duddon and Burton Parish Council's privacy policy will not apply when you leave their website. Other companies will have their own privacy policies on the use of cookies and, if you have any concerns, you should check the privacy policy of the relevant website.

d. Google cookies

Duddon and Burton Parish Council may use Google Analytics to analyse the use of this website, Google Analytics generate statistical and other information through cookies stored on your computer when you use this website. The information generated is used to create reports on website use and is stored by Google.

Google's privacy policy is available at www.google.com/privacypolicy.html. You can view, delete or add interest categories associated with your browser using Google's Ads Preference Manager, available at www.google.com/ads/preferences/. Please note this opt-out mechanism itself uses a cookie so, if you clear the cookies from your browser, your opt-out will not be maintained and you will have to reset your Google opt-out cookie. To ensure your opt-out is maintained you can use the Google browser plug-in available at www.google.com/ads/preferences/plugin.

6. Links to other websites.

This website may contain links to other websites. Please note that Duddon and Burton Parish Council has no control over other websites and Duddon and Burton Parish Council cannot be held responsible for the protection and privacy of any information which you provide whilst visiting such sites. Third-party websites will not be governed by this privacy policy statement. You should exercise caution and look at the privacy statement applicable to the website in question.

Website terms & conditions

Please note these Terms and Conditions ("Terms"), last updated October 2019.

Welcome to our Website

This is the official Website of Duddon and Burton Parish Council (PC) ("we" or "us" or "our"). By accessing this Website, you shall be deemed to have fully accepted these Terms.

1. Who are we?

Duddon and Burton Parish Council is the elected body representing the Parish residents. It accounts to Cheshire West and Chester Council by whom it is regulated.

2. Will these terms or the Website change?

We may change these Terms by changing this page at any time. We may change our Website at any time.

3. What happens to my content?

Your personal information is covered under our Privacy Policy and Cookie Policy. Please take a moment to read these documents.

4. Can I copy parts of the Website for my records?

You may only copy or store the Website to access the information or any services we provide. You may produce print-outs of the Website for your own personal and non-commercial use. Unless otherwise stated, we (or any information providers accessed via the website) own the copyright, trademarks and other intellectual property rights in the Website.

5. Can I link to and from the Website?

You may link to our Website, as long as you do not replicate the home page of the Website. Also, you must not:

- a. remove, distort or otherwise alter the size or appearance of any images or logos;
- b. create a frame or any other browser or border environment around the Website;
- c. in any way imply that we are endorsing any offerings other than our own;

How to contact us

If you have any questions about our privacy policy, the data we hold on you, or you would like to exercise one of your data protection rights, please do not hesitate to contact us.

Email us at: clerk@duddonandburtonpc.co.uk

Call us: 07784 486 767

Adopted: 18th May 2025
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