

GREAT BEALINGS PARISH COUNCIL

Data Protection Policy

As a Local Authority, Gt Bealings Parish Council is required to comply with all Data Protection legislation including the General Data Protection Regulations (GDPR) – Data Protection Act 2018.

The Council's Data Protection Officer is Mrs Dee Knights who can be contacted on 01473 624240 or at greatbealingspc@hotmail.co.uk or by writing to Gt Bealings Parish Council, Dunure, 39 Avocet Lane, Martlesham Heath, Ipswich, IP5 3SF.

The Council will only use the information it holds about you for the purpose you provided it or as permitted by law. It will also only collect the minimum information necessary to fulfil that purpose. Further information on what personal data Gt Bealings Parish Council holds and how it manages it can be found in our **Privacy Notice**.

Under Data Protection legislation, individuals have the right to see any data we hold on you and to have it corrected if it is not accurate. You can access the information we hold about you by making a Subject Access Request. This request can be made in writing, by email or by using the **Subject Access Request Application Form**. When a Subject Access Request is received, relevant security checks will be carried out.

Gt Bealings Parish Council is a Data Controller and is registered with the Information Commissioner's Office. We regard lawful and correct treatment of personal information as critical to our successful operations, maintaining confidence between us and those with whom we carry out business.