

## **HENFIELD PARISH COUNCIL'S DATA PRIVACY STATEMENT**

On 25th May 2018 the General Data Protection Regulations (GDPR) will come into force across the whole of the EU, including the UK. This new law has been put in place to give you a clearer understanding of how and why your data is collected, how it is stored, for how long and how it is disposed of.

Henfield Parish Council holds your information via the Electoral Roll or because you provided us with your details when you contacted us, requested information from us, attended an event or volunteered to help us.

We do not collect information about you from any other sources. We do not use your information to create a 'profile' about you. We do not share your information with Third Parties. By exception we may ask you if your information may be passed to other statutory authorities (e.g. Horsham District Council, West Sussex County Council) in order to deal with your enquiry.

We keep your information in the secure environment of Henfield Parish Office. All computers are password protected. Access to your information is limited and all our team are trained in how to look after your data. We never buy or sell information.

We only keep your information for so long as it is current. After this time your information is disposed of securely.

You have the right to know what personal information we hold about you. You can do this by contacting the Data Protection Officer using the information below.

Henfield Parish Council  
The Henfield Hall, Coopers Way  
Henfield  
West Sussex  
BN5 9DB  
Phone: 01273 492507  
Email: [office@henfield.gov.uk](mailto:office@henfield.gov.uk)  
Website: [www.henfield.gov.uk](http://www.henfield.gov.uk)