



West Tisbury Parish Council

Tisbury Parish Council
The Reading Room
tisburypc@tisbury-wiltshire-pc.gov.uk
01747 260088 / 07388 376240

West Tisbury Parish Council
Westtisbury@aol.co.uk
01747 871638 / 07531 170061

TisPlan Privacy Notice

When you contact us about TisPlan

The information you provide (personal information such as name, address, email address, phone number, organisation) will be processed and stored by the TisPlan Steering Group (comprising Tisbury Parish Council, West Tisbury Parish Council and the volunteer team appointed by both parish councils):

- to respond to your correspondence and keep you updated on the Tisbury and West Tisbury Neighbourhood Plan (“TisPlan”), including work to maintain it; and
- to provide evidence where required by statute to support TisPlan or demonstrate community priorities as they relate to TisPlan’s policies.

To this end, your personal information may be shared with Wiltshire Council or the Independent Examiner appointed examine TisPlan, to the extent required by statute and for the purposes set out above.

Any evidence, suggestions or opinions you give which are made available to the general public will be presented in pseudonymised form in a way which will not identify you personally, except where attribution has received your express written consent in advance.

The General Data Protection Regulation

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In accordance with the General Data Protection Regulation (commonly referred to below as the “GDPR”), which came into force on 28th May 2018 the TisPlan Steering Group acts as a Data Controller, ensuring your personal information will be used only:

- on the basis of Legitimate Interest (and where necessary to meet statutory requirements on the basis of Legal Obligation) when responding to your correspondence and using your communications to build evidence in support of TisPlan; and

- on the basis of Consent when keeping you updated on TisPlan.

Information Security

Your personal information will be processed by TisPlan Steering Group volunteers and employees of the parish councils, but always subject to physical and/or logical access controls designed to ensure that your information is protected from unauthorised access, loss, manipulation, falsification, destruction or unauthorised disclosure. For the purposes set out above, personal information may also be held by suppliers providing supporting services (such as printing and cloud-based computing services) who will do so under the terms of their own data protection policies.

We will only keep your data for the purpose it was collected for and only for as long as is necessary, after which it will be deleted. (You may request the deletion of your by contacting Tisbury Parish Council or West Tisbury Parish Council at any time).

Access to Information

You have the right to request access to the personal information relating to you which is held by the TisPlan Steering Group. You can do this by contacting our Data Information Officer: Sandra Harry, tisburyipc@tisbury-wiltshire-pc.gov.uk or 01747 260088 / 07388 376240.

Information Correction

If you believe that the information we have about you is incorrect, you may contact us so that we can update it and keep your data accurate. Please contact: Sandra Harry, 01747 260088 / 07388 376240 or tisburyipc@tisbury-wiltshire-pc.gov.uk to request this.

Information Deletion

If you wish TisPlan Steering Group to delete the information about you please contact: Sandra Harry, 01747 260088 / 07388 376240 or tisburyipc@tisbury-wiltshire-pc.gov.uk to request this.

Right to Object

If you believe that your data is not being processed for the purpose it has been collected for, you may object: Please contact Sandra Harry, 01747 260088 / 07388 376240 or tisburyipc@tisbury-wiltshire-pc.gov.uk to object.

Complaints

If you have a complaint regarding the way your personal information has been processed you may make a complaint to Tisbury Parish Council Data Information Officer: Sandra Harry, 01747 260088 / 07388 376240 or tisburyipc@tisbury-wiltshire-pc.gov.uk and the Information Commissioners Office casework@ico.org.uk Tel: 0303 123 1113

Tisbury and West Tisbury Parish Councils

In addition to the policies set out above, personal information you provide will be held and processed in accordance with the policies of Tisbury Parish Council and West Tisbury Parish Council, as set out in their respective Privacy Notices.