**Cassington Parish Council**

**This policy was adopted at the Council meeting on 4th March 2021 to be reviewed in two years or sooner if legislation dictates.**

**Privacy Policy**

**Who we are?**

We are Cassington Parish Council, and our website is: <https://www.cassington-pc.gov.uk>

**What personal data we collect and why we collect it**

**Comments**

When visitors contact the Council through the website, we collect the visitors IP address and browser user agent string to help with spam protection.

An anonymised string created from your email address (also called a hash) may be provided to the Gravatar service to see if you are using it. The Gravatar service privacy policy is available here: <https://automattic.com/privacy>.

**Contact Forms**

**Cookies**

If you leave a comment on our site you may opt-in saving your name, email address and website cookies. These are for your convenience so that you do not have to fill in your details again when you leave another comment. These cookies will last for one year.

**Embedded content from other websites**

Articles on this site may include embedded content (e.g., Videos, images, articles, etc). Embedded content from other websites behaves in the exact same way as if the visitor had visited the other website.

These websites may collect data about you, use cookies, embed additional third-party tracking, and monitor your interaction with that embedded content, including tracing your interaction with the embedded content if you have an account and are logged in to that website.

**Who we share your data with?**

We might share information with District/County Council or emergency services where we consider this would be necessary or helpful. We would seek your explicit consent to this other than where such sharing was considered necessary in an emergency or for health and safety reasons.

If you write to us, your letter will be in the public domain unless you make it clear you do not wish it to be and we are able to justify confidentiality under the relevant legislation (this is very unlikely to be the case in planning matters).

Your information may be used to detect and prevent fraud in respect of public funding, and we may release information to the police and other law enforcement agencies for crime prevention and detection purposes if required to do so.

**How long we retain your data?**

If you leave a comment, the comment and its metadate are retained indefinitely. This is so we can recognise and approve any follow up comments automatically instead of holding them in a moderation queue.

**What right you have over your data?**

If you have left comments, you can request to have an exported file of the personal data we hold about you, including any data you have provided to us. You can also request that we erase any personal data we hold about you. This does not include any data we are obliged to keep for administrative, legal or security purposes.

**Where we send your data.**

Comments may be checked through an automated spam detection service.

**Your contact information**

Please contact the Clerk, Tracey Cameron at clerk@cassington-pc.gov.uk