

## **Holbrook Parish Council**

### **Privacy Notice – Holbrook Parish Council website**

#### **What is a Privacy Notice?**

This Privacy Notice sets out what information Holbrook Parish Council holds about you, why the Council holds it, how the Council protects it whilst a service you have requested is being provided to you and your rights under the General Data Protection Regulation and the Data Protection Act 2018. In publishing this Notice, the Council acknowledges its responsibilities under the legislation with which it complies.

Holbrook Parish Council considers the security of your personal data is high priority and will only use the information it holds about you for the purpose for which you supplied it or as permitted by law. It will only collect the minimum necessary information to provide you with the required service

Holbrook Parish Council are committed to protecting and preserving the privacy of our visitors when visiting our site or communicating electronically with us. This Privacy Policy contains an explanation of what happens to personal data that you choose to provide to us, or that we collect from you when visiting our website.

#### **Information we collect**

In running and operating this website we may collect and process certain data and information relating to you and your use of this site. This relates to the pages and resources viewed so that we can understand how visitors use the website. It also includes information provided to us when visitors communicate with us electronically for any reason.

#### **What is a cookie?**

A cookie is a small text file that is downloaded onto your computer or smartphone when you visit a website. It allows the website to recognise your device and store some information about your preferences or past actions.

#### **What kind of cookies do we use?**

Suffolk cloud sites use two kinds of cookies:

**Session cookies.** These are used by Silverstripe (our Content Management System) to help manage your journey through our sites.

**Analytical cookies.** These are provided by Google as part of their Google Analytics system. These cookies help our website owners see traffic coming to our sites in order to improve the visitor experience. Google Analytics doesn't store any personal information about you. You can find an explanation of these cookies and what they are used for on the [Google developers website](#).

#### **Contacting Us**

If you have any questions or queries relating to this Privacy Policy then please contact us at [clerk@holbrookparishcouncil.gov.uk](mailto:clerk@holbrookparishcouncil.gov.uk)

Link to website: <https://holbrookparishcouncil.gov.uk>