

TEMPLE GUITING PARISH COUNCIL

GDPR

Data processing and personal data

Description	Details
Subject matter of the processing	Sending parish agendas and minutes plus other relevant news etc to residents, councillors, the clerk, GCC, CDC
Duration of the processing	n/a
Nature and purposes of the processing	To email PC agendas and minutes, other council emails to counsellors, residents and GCC and CDC
Type of Personal Data	Name and email
Categories of Data Subject	Councillors, residents and the clerk
Plan for return and destruction of the data once the processing is complete UNLESS requirement under union or member state law to preserve that type of data	Data retained until subject requests deletion.

Data protection officer: The Clerk, Maxi Freeman, clerk@templeguiting-pc.gov.uk

Data protection training: Councillors and the clerk attended online training from Nimble
[Invoice_1704.pdf](#)

Compliance checks: Councillors and the clerk have checked the data they hold and confirmed that they do not hold -

- * an electoral register from previous years
- * any information about GCC or CDC councillors that is not publicly available (unless given to me for personal use)
- * resident information which was given to me for use in my role as a councillor except for information given to me for a specific purpose known to the owner of the information, and which is on-going.

They have also confirmed that they do not process data except to carry out the tasks for which the data was given to me (including emailing).