



General Data Protection

What is the GDPR?

The General Data Protection Regulation (GDPR) is a Europe-wide law that replaces the Data Protection Act 1998 in the UK. It includes the Data Protection Act 2018 (DPA 2018). The GDPR sets out requirements for how organisations like Parish Councils need to handle personal data. The Regulations came into force on 25th May 2018.

Under the GDPR, the Parish Council is both a **Data Controller** and a **Data Processor**. As a Data Controller, we must provide Privacy Notices explaining to individuals how their data will be used and what rights they have. These Privacy Notices may be viewed in the document table below.

The Parish Council has also adopted several policy statements with regard to the collection, storage and use of personal data.

Data Protection Officer

Section 7(3) of the DPA 2018 says that Parish Councils are not public authorities for the purposes of the GDPR. As we are not a public authority for the purposes of the GDPR then we do not need to appoint a Data Protection Officer (DPO). We are still subject to data protection legislation however and we must ensure that we have sufficient staff and resources to discharge our obligations under the GDPR.

The Parish Council has currently decided to implement a contract service agreement with the Local Council Public Advisory Services (LCPAS) to provide GDPR support and to act as the Council's DPO as required. A copy of the service agreement may be viewed [here](#).

Information Commissioner's Office (ICO)

The Parish Council is registered as a **Data Controller** with the ICO. Our reference number is **Z7210026**. Our details can be seen on the public register [here](#) and in our registration entry details documents below.

Security under the GDPR

The GDPR requires personal data to be processed in a manner that ensures its security. This includes protection against unauthorised or unlawful processing and against



accidental loss, destruction, or damage.

The Parish Council has completed an assessment of personal data held. The assessment details what data, how and why it is collected and how the data is protected. To complement this log of personal data, we have also completed a GDPR risk assessment to identify how any risk to the security of personal data is managed. Both documents will be regularly reviewed.

Adopted: 10.11.2025