

SALTFORD PARISH COUNCIL

WEBSITE PRIVACY POLICY

Effective date: 3 March 2026



1. Introduction

Saltford Parish Council (“the Council”) respects your privacy and is committed to protecting your personal data when you visit our website. This Website Privacy Policy explains how we collect, use, and protect personal data specifically through our online services.

This policy should be read alongside our Privacy Policy, which sets out in more detail how the Council collects, uses, shares, and protects personal data in all contexts.

2. Who we are

Saltford Parish Council

Saltford Parish Council Office, C/O Saltford Community Library and Post Office, 478a Bath Road, Saltford, Bristol BS31 3DJ

Email: clerk@saltfordparishcouncil.gov.uk

Telephone: 01225 873300

The Council is the **Data Controller** for the purposes of the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018.

3. Information we collect

When you use our website, we may collect:

1. Information you provide directly:

- Your name, email address, telephone number, and any other details you enter into contact forms, booking forms, allotment applications, or email sign-ups.

2. Information collected automatically:

- IP addresses, browser type and version, pages visited, time spent on pages, referral website, and search terms used.
- Cookies and similar technologies (see section 7).

3. Information shared by third parties:

- For example, if you sign up for a newsletter via a third-party platform, your data may be collected by that provider on our behalf.
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4. How we use your information

We use personal data collected through our website for purposes including:

- Responding to enquiries or feedback.
- Managing allotments, facilities, or bookings.
- Sending newsletters or other updates you have requested.
- Improving our website and online services through analytics.
- Meeting our legal and statutory obligations.

The lawful basis for processing your data online may include:

- Consent (for newsletters and other marketing communications).
- Performance of a public task (for council services).
- Legal obligation (for statutory record-keeping).

Sensitive personal data will only be collected with explicit consent where necessary and will be treated in accordance with UK GDPR.

5. Sharing your information

We will not sell your personal data. However, we may share your data in the following ways:

- Service providers or contractors who process data on our behalf (e.g., website hosting, newsletter platforms, IT support).
- Other authorities or agencies only where legally required or for joint service delivery.

All third parties are required to handle your personal data securely and only for the purposes we specify.

6. Data retention

- Personal data collected via the website is retained only as long as necessary for the purpose it was collected or as required by law.

- For detailed retention periods, please refer to the Council's Document Retention Policy and General Privacy Notice.
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7. Cookies and tracking

- Our website uses cookies and similar technologies to improve functionality, measure traffic, and provide analytics.
 - You can manage or block cookies via your browser settings.
 - For more information, see our [Cookie Policy](https://www.saltfordparishcouncil.gov.uk/cookie-policy/) at <https://www.saltfordparishcouncil.gov.uk/cookie-policy/>
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8. Your rights

You have rights under UK GDPR, including:

- Accessing your personal data
- Correcting inaccurate or incomplete data
- Requesting deletion of personal data
- Restricting processing
- Data portability
- Withdrawing consent at any time
- Lodging a complaint with the ICO

To exercise your rights, contact the Parish Clerk: clerk@saltfordparishcouncil.gov.uk.

9. Security of your information

The Council takes appropriate technical and organisational measures to protect personal data collected via the website, including:

- Password-protected systems
- Secure storage of forms and correspondence
- Encryption where applicable
- Access controls to limit who can view data

No method of transmission over the internet is completely secure, so we cannot guarantee absolute security.

10. Links to other websites

Our website may contain links to third-party websites. The Council is not responsible for the privacy practices of external sites. We encourage you to read the privacy policies of any website you visit.

11. International transfers

Data collected via the website may be processed on servers located outside the UK (e.g., cloud services). We ensure that such transfers are safeguarded in accordance with UK GDPR.

12. Changes to this Website Privacy Policy

This policy may be updated from time to time. The latest version will always be published on our website.

- Last updated: March 2026
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Contact us

If you have any questions about this Website Privacy Policy or how your personal data is handled online, please contact:

Parish Clerk

Saltford Parish Council

Email: clerk@saltfordparishcouncil.gov.uk

Telephone: 01225 873300