

## **GUILDEN SUTTON VILLAGE WEBSITE - DISCLAIMER**

This Guilden Sutton website is commissioned by Guilden Sutton Parish Council, for the benefit of residents. It is not an official means of disseminating information from the Parish Council, nor from any other organisation or individual.

The information displayed on the pages has been obtained from sources in the public domain, or has been provided by other individuals or organisations in good faith, and no liability can be accepted for inaccuracy nor content.

Visitors to this website who rely on any information obtained from the website do so at their own risk.

Any person or organisation wishing to have any details removed, corrected or added should inform the Webmaster. Efforts will then be made to resolve the problem at an early opportunity.

Links to other websites are provided for the convenience of viewers, and the copyright of the sites is recognised.

The webmaster tries to ensure that files on this website have been virus-checked, but it is not possible to guarantee that all are free of contamination, and the Guilden Sutton website will not accept liability for any loss or damage caused by downloading of any files, or their use, or resulting from users following links to other sites.

The webmaster does not guarantee to acknowledge the receipt of information nor to include it on this website.

## **GUILDEN SUTTON VILLAGE WEBSITE - PRIVACY POLICY**

This privacy policy sets out how Guilden Sutton Parish Council uses and protects any information that you supply when you use this website.

Guilden Sutton Parish Council is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using this website, then you can be assured that it will only be used in accordance with this privacy statement.

Guilden Sutton Parish Council may change this policy from time to time by updating this page. You should check this page from time to time to ensure that you are happy with any changes. This policy is effective from 1 January 2014.

### **What we collect**

We may collect the following information:

- name
- contact information including email address
- other information you supply relevant to any enquiry you make

### **What we do with the information we gather**

We require this information to understand your needs and provide you with a better service, and in particular for the following reason:

- Internal record keeping.

## **Security**

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect on-line.

## **How we use cookies**

A cookie is a small file which asks permission to be placed on your computer's hard drive. Once you agree, the file is added and the cookie helps analyse web traffic or lets you know when you visit a particular site. Cookies allow web applications to respond to you as an individual. The web application can tailor its operations to your needs, likes and dislikes by gathering and remembering information about your preferences.

We use traffic log cookies to identify which pages are being used. This helps us analyse data about web page traffic and improve our website in order to tailor it to customer needs. We only use this information for statistical analysis purposes and then the data is removed from the system.

Overall, cookies help us provide you with a better website, by enabling us to monitor which pages you find useful and which you do not. A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us.

You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. This may prevent you from taking full advantage of the website.

## **Links to other websites**

Our website may contain links to other websites of interest. However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.

## **Controlling your personal information**

We will not sell, distribute or lease your personal information. We will only use it to respond to any requests for information made by you.

You may request details of personal information which we hold about you under the Data Protection Act 1998. If you would like a copy of the information held on you please email us.

If you believe that any information we are holding on you is incorrect or incomplete, please write to or email us as soon as possible, at the above address. We will promptly correct any information found to be incorrect.