

## **CALBOURNE PARISH COUNCIL PRIVACY AND COOKIE POLICY 2017**

Calbourne Parish Council is committed to ensuring that your privacy is protected. Should we ask you to provide certain information, perhaps during the online contact process or by any other means 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.

Calbourne 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.

### **WHAT WE COLLECT**

We may collect the following information:

- Name.
- Contact information including email address.
- Demographic information such as postcode.
- Other information relevant to customer service, quotes etc.

### **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 reasons:

- Internal record keeping
- We may use the information to improve our products and service.
- We may periodically send promotional emails about new products or special offers.

### **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 online.

### **HOW WE USE COOKIES**

A cookie is a small file placed on your computer's hard drive, the cookie helps analyse web traffic or allows 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 webpage 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 our websites.

