**Terms of Use**

In this document you'll find information about our website terms and conditions. By continuing to use this site you are agreeing to the policies below.

ABOUT OUR WEBSITE TERMS AND CONDITIONS

1. Access to and use of 'this website' both within the UK and internationally is provided by Ailsworth Parish Council (see the page heading above for full contact details for Ailsworth Parish Council ) on the following terms:

2. This website is maintained for your personal use and viewing. By using 'this site' you agree to be bound by these terms, which shall take effect immediately on your first use of 'the site'. If you do not agree to be bound by all of the following terms please do not access, use and/or contribute to 'this site'.

3. As these terms may change from time to time you should check them regularly. Your continued use of this website will be deemed acceptance of the updated or amended terms. If you do not agree to the changes, you should cease using this website. If there is any conflict between these terms and specific local terms appearing elsewhere on this website then the latter shall prevail.

4. The failure or delay of Ailsworth Parish Council to exercise or enforce any right in these terms does not waive its right to enforce that right.

5. These terms shall be governed by and interpreted in accordance with the laws of England and Wales which shall have exclusive jurisdiction over any disputes. If any provision of the foregoing is held to be unlawful, void or for any reason unenforceable, then that provision shall be deemed severable and shall not affect the validity and enforceability of the remaining provisions.

USE OF 'this website'

6. You agree to use this site only for lawful purposes, and in a way that does not infringe the rights of, restrict or inhibit anyone else's use and enjoyment of this site.

DISCLAIMERS & LIMITATION OF LIABILITY

7. Whilst Ailsworth Parish Council makes every effort to keep the information on this site accurate, it disclaims any liability for any warranty or representation,

express or implied about the accuracy, completeness or appropriateness of that information for a particular purpose and you must satisfy yourself on these matters before using such information. Accordingly, you assume full responsibility for using the information on this website and its sub-domains, and you understand and agree that by doing so Ailsworth Parish Council, and neither of its employees are responsible or liable for any claim, loss or damage arising from the use.

8. Web site material and that relating to third party information, products and services is provided 'as is', without any representation or endorsement made and without warranty of any kind whether express or implied, including but not limited to the implied warranties of satisfactory quality, fitness for a particular purpose, non-infringement, compatibility, security and accuracy.

9. We do not warrant that the functions contained in the material contained in this site will be uninterrupted or error free, that defects will be corrected, or that this site or the service that makes it available are free of viruses or represent the full functionality, accuracy, reliability of the materials. In no event will we be liable for any loss or damage including, without limitation, indirect or consequential loss or damage, or any loss or damages whatsoever arising from use or loss of use of, data or profits arising out of or in connection with this site.

10. We add links to third party sites to help you find more information related to our services. However Ketton Parish Council cannot be held responsible for

the content of any external site linked to from within this site. Any links to third party websites from this site do not amount to any endorsement of that site by Ailsworth Parish Council, and any use of that site by you is at your own risk.

INTELLECTUAL PROPERTY

11. All copyright, trade marks, design rights, patents and other intellectual property rights (registered and unregistered) in and on this site and all content (including all applications) located on the site shall remain vested in Ailsworth Parish Council

12. Use of material on this site is modelled on a Creative Commons license. You are free to copy, distribute, display and perform the work on this site ONLY under the following conditions:

Attribution – You must give the original author credit

Non-commercial – You may not use this work for commercial purposes

No Derivative Work – You may not alter, transform, or build upon this work.

13. For any reuse or distribution, you must make clear to others the license terms of this work. Any of these conditions can be waived if you get permission from the copyright holder. Nothing in this license impairs or restricts the author's moral rights.

CONTRIBUTORS

14. By sharing any contribution with this website (including any text, photographs, graphics, video or audio) you agree, by submitting your contribution, to grant this website, free of charge, permission to use the material in content for promotional purposes, worldwide.

15. Copyright in your contribution will remain with you and this permission is not exclusive, so you can continue to use the material in any way including allowing others to use it.

16. In order that this website can use your contribution, you confirm that your contribution is your own original work, is not defamatory and does not infringe any UK laws, that you have the right to give this website permission to use it for the purposes specified above, and that you have the consent of anyone who is identifiable in your contribution or the consent of their parent / guardian if they are under 16.

17. The administrators of this website may need to contact you for administrative or verification purposes in relation to your contribution.

18. If you do not want to grant to this website the rights set out above, please do not submit or share your contribution to or with us.

19. You agree to indemnify Ailsworth Parish Council and or its partners against all legal fees, damages and other expenses that may be incurred by this website as a result of your breach of the above warranties/representations.

Ailsworth Parish Council

**Data Protection Policy**

This Data Protection Policy is provided to you by Ailsworth Parish Council which is the data controller for your data.

Personal data is any information about a living individual which allows them to be identified from that data (for example a name, photographs, videos, email address, or address). Identification can be by the personal data alone or in conjunction with any other personal data. The processing of personal data is governed by legislation relating to personal data which applies in the United Kingdom including the General Data Protection Regulation (the "GDPR) and other local legislation relating to personal data and rights such as the Human Rights Act.

Ailsworth Parish Council will process some or all of the following personal data where necessary to perform its tasks:

• Names, titles, and aliases, photographs;

• Contact details such as telephone numbers, addresses, and email addresses;

• Where they are relevant to the services we provide or where you provide them to us, we may process information such as gender, age, marital status, nationality, education/work history, academic/professional qualifications, hobbies, family composition, and dependants;

• The personal data we process may include sensitive or other special categories of personal data such as criminal convictions, racial or ethnic origin, mental and physical health, details of injuries, medication/treatment received, political beliefs, trade union affiliation, genetic data, biometric data, data concerning and sexual life or orientation.

Ailsworth Parish Council will comply with data protection law. This says that the personal data we hold about you must be:

• Used lawfully, fairly and in a transparent way.

• Collected only for valid purposes that we have clearly explained to you and not used in any way that is incompatible with those purposes.

• Relevant to the purposes we have told you about and limited only to those purposes.

• Accurate and kept up to date.

• Kept only as long as necessary for the purposes we have told you about.

• Kept and destroyed securely including ensuring that appropriate technical and security measures are in place to protect your personal data to protect personal data from loss, misuse, unauthorised access and disclosure.

Ailsworth Parish Council may share your personal data with third parties. These third parties have an obligation to put in place appropriate security measures and will be responsible to you directly for the manner in which they process and protect your personal data. For further details on who your information may be shared with and why, please see our Privacy Notices.

You have the following rights with respect to your personal data:

When exercising any of the rights listed below, in order to process your request, we may need to verify your identity for your security. In such cases we will need you to respond with proof of your identity before you can exercise these rights.

• The right to access personal data we hold on you

• The right to correct and update the personal data we hold on you

• The right to have your personal data erased

• The right to object to processing of your personal data or to restrict it to certain purposes only

• The right to data portability

• The right to withdraw your consent to the processing at any time for any processing of data to which consent was obtained.

• The right to lodge a complaint with the Information Commissioner's Office.

For more information, please see our Subject Access Request policy.

Transfer of data abroad

Any personal data transferred to countries or territories outside the European Economic Area ("EEA") will only be placed on systems complying with measures giving equivalent protection of personal rights either through international agreements or contracts approved by the European Union. Our website is also accessible from overseas so on occasion some personal data (for example in the Chatterbox magazine) may be accessed from overseas.

Further processing

If we wish to use your personal data for a new purpose, not covered by this Privacy Policy, then we will provide you with a Privacy Notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions. Where and whenever necessary, we will seek your prior consent to the new processing.

We keep this Privacy Policy under regular review. This policy was last reviewed in May 2018.

Please contact us if you have any questions about this Privacy Policy or the personal data we hold about you or to exercise all relevant rights, queries or complaints at Ailsworth Parish Council c/o Hibbins Cottage, The Green, Ketton, Stamford PE93RA

Ailsworth Parish Council respects your privacy. The information that you provide us with, or that is gathered automatically, helps us to monitor our services and provide to you the services that you are entitled to as a member of the Association.

**Our Commitment to Privacy**

Is my visit to this web site anonymous? Yes! Your visit to our site is anonymous (no personal information about you is recorded or gathered) unless you contribute to it or fill in a form requesting information. Each time you visit our web site, our system automatically recognises your domain name, but not your specific email address.

**What's a domain name?** Your email address might look like john.smith@gmail.com, our system only recognises the part 'gmail.com'. If you have specifically provided us with your email, postal address or telephone number and do not want us to contact you in the future, please write to us (contact details are on each screen). We will then ensure that we do not process your contact information for purposes not connected with your initial enquiry. However, once you have submitted items to the site or completed a form we may need to contact you for administrative or verification purposes in relation to your contribution, or in relation to particular projects. See 'Your Rights' above.

**Cookies and Traffic Logs**

We use cookies on our website to collect limited personal information. These cookies are used to assist in the delivery of services to you and for some technical reasons such as mapping coordinates. You can use your browser software to restrict or to refuse to accept these, or at a later point in time, to remove them. We do not pass on information gathered from these cookies to any third party without your express consent. Cookies will not be used where the data can be obtained anonymously.

**What's a Cookie?** A cookie is small file placed on a user's computer by a Website, which logs information about the user and their previous/current visits for the use of the site next time the user makes contact. More information about cookies can be found in Guidance to the Privacy and Electronic Communications (EC Directive) Regulations 2003 which can be accessed by going to the Information Commissioner's website and following the relevant link.

**What are Traffic Logs?** We use traffic logs 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.

Links our website contains links to other sites. We are not responsible for the privacy practices within any of these other sites. We encourage you to be aware of this when you leave our site and to read the privacy statements on other websites you visit which collect personally identifiable information. This privacy statement applies solely to information collected on our website.

You can view Ailsworth Parish Council’s GDPR Policies under the Parish Council tab