

Re: Data protection query ICO:06040001304

CT

Clerk East Tinstead

Reply all

Tue 06/11, 17:40

Registration Team Queue <dataprotectionfee@ico.org.uk>

Sent Items

Thank you for your reply. Sorry but it does not resolve my query. East Tisted is very small. We have 5 councillors and about 150 residents. We do not 'process data' for any of the purposes listed in your e-mail. In my opinion we do not 'process data' at all. I have just the one specific question - does the holding of and use by the Clerk of Councillors' e-mail addresses to give notice of meetings constitute 'data processing'? If it does not I can confirm that we do not 'process data'.

I would appreciate your advice.

Regards,

Helen

From: Registration Team Queue <dataprotectionfee@ico.org.uk>

Sent: 05 November 2018 14:31

To: Clerk East Tinstead

Subject: Data protection query ICO:06040001304

Dear Sirs

Thank you for your email and apologies for the delay in responding.

As a Parish Council is a statutory body with statutory functions they cannot be classed as a 'not for profit' organisation. A Parish Council would usually register as they are processing data for the provisions of local services, also campaigns, public relations and fundraising, and the maintenance of a website, which can include advertising and marketing for others, all of which are purposes of data which are not exempt from registration. If they are processing data electronically, including word processing they would be unable to rely on the exemptions and therefore be required to register. If all data is held manually they would be exempt from registration.

If registration is required, you can complete the application process online at www.ico.org.uk/for_organisations/data_protection/registration or by telephoning our Registration helpline on 0303 123 1113.

Regards

Registration Team

Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF

T. 0303 123 1113 F. 01625 545748 www.ico.org.uk

Please consider the environment before printing this email

For information about what we do with personal data see our privacy notice at www.ico.org.uk/privacy-notice

----- Original Message -----

From: Michael McDermott

Received: Fri Aug 10 2018 09:03:08 GMT+0100 (GMT Daylight Time)

To: Registration Team Queue

Subject: Website contact us form

-----Original Message-----

From: clerk.easttisted@parish.hants.gov.uk [<mailto:clerk.easttisted@parish.hants.gov.uk>]

Sent: 09 August 2018 16:01

To: casework <casework@ico.org.uk>

Subject: Website contact us form

We've received the following details from the 'Contact us by email' form on the ICO website.

Retention Period field

Message

I am clerk to East Tisted Parish Council. We do not process personal data except that we use councillors' personal e-mail addresses to communicate and to distribute agendas and papers. Do we need to register with the ICO? I have read lots on the website but this is still unclear to me.

Are you contacting us about an existing case (and have a case reference number)? No

If you'd like us to get back to you, please let us know - Yes

Name East Tisted Parish Council

Phone 01420587078

Email clerk.easttisted@parish.hants.gov.uk