

# Shawbury Parish Council

## WEBSITE PRIVACY AND USE POLICY

### The Policy

The Parish Council Website is [www.shawbury-pc.gov.uk](http://www.shawbury-pc.gov.uk). This policy covers that website and governs the privacy of those who use it. It explains how we comply with the General Data Protection Regulations (GDPR), the Data Protection Act (DPA) and the Privacy and Electronic Communications Regulations (PECR)

This policy explains

- areas of the website that may affect your privacy and personal details;
- how we process, collect, manage and store those details and;
- how your rights under the GDPR, DPA & PECR are adhered to.

Additionally, it will explain the use of cookies or software, advertising or commercial sponsorship from third parties and the download of any documents, files or software made available to you (if any) on the website. Further explanations may be provided for specific pages or features of the website to help you understand how the website and its third parties (if any) interact with you and your computer / device.

### Use of Cookies

Cookies are small files saved to a website users computer / device that track, save and store information about the user's interactions and usage of the website. The allows the website to provide the users with a more tailored experience. Users are advised that if they wish to deny the use and saving of cookies from the website on to their computers hard drive they should take necessary steps within their web browsers security settings to block all cookies from the website and its external serving vendors or use the cookie control system if available upon their first visit.

The website uses cookies to improve the users experience while visiting the website. As required by legislation, where applicable the website uses a cookie control system, allowing the user to give explicit permission or to deny the use of /saving of cookies on their device.

### Website Visitor Tracking

The website may use tracking software to better understand how it is being used. The software will save a cookie to your computer's hard drive to track and monitor your engagement and usage of the website, but will not store, save or collect personal information.

### Adverts and Sponsored Links

The website may contain sponsored links and adverts. These will typically be served through third party organisations, who may have detailed privacy policies relating directly to the adverts they serve. Clicking on any such sponsored links or adverts will send you to the advertiser's website through a referral program which may use cookies and will track the number of referrals sent from the website. This may include the use of cookies which may in turn be saved on your computer's hard drive. Users should therefore note they click on sponsored external links at their own risk and we cannot be held liable for any damages or implications caused by visiting any external links mentioned.

### Downloads

Any downloadable documents, files or media made available on the website are provided to users at their own risk. While all precautions have been undertaken to ensure only genuine downloads are available, users are advised to verify their authenticity using third party anti-virus software or similar applications. We accept no responsibility for third party downloads

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**Contact and Communication with Us**

Users contacting us through the website do so at their own discretion and provide any such personal details requested at their own risk. Your personal information is kept private and stored securely until a time it is no longer required or has no use. Where we have clearly stated and made you aware of the fact, and where you have given your express permission, we may use your details to send you additional information through a mailing list system. This is done in accordance with the regulations named in 'The Policy' above.

Adopted	February 2026
Review Frequency	Four-Yearly at Annual PC Meeting
Next Review due	May 2030