

Middleton and Smerrill Parish Council

Data collected from	Data captured	Processed?	Lawful Basis	Shared	Shared With	Deleted
Councillors	Name	y	Legal Ob	y	DDDC	On ceasing to be a councillor
	Address	y	Legal Ob	y	DDDC	
Captured as part of appointment/election	telephone	y	Legal Ob	y	DDDC	
	email	y	Legal Ob	y	DDDC	
	DOB	y	Legal Ob	y	DDDC	
(declaration of pecuniary interest)	DPI	y	Legal Ob	y	DDDC	
Employees	Name	y	Legal Ob	y	HMRC/NEST	After statutory period for retention
	Address	y	Legal Ob	y	HMRC/NEST	
Captured as part of appointment	telephone	y	Legal Ob	y	NEST	
	Email	y	Legal Ob	y	NEST	
	DOB	y	Legal Ob	y	HMRC/NEST	
	NI	y	Legal Ob	y	HMRC/NEST	
	Gender	y	Legal Ob	y	HMRC/NEST	
	Marital status	y	Legal Ob	y	HMRC/NEST	
	Tax code	y	Legal Ob	y	HMRC/NEST	
	Bank details	y	Legal Ob	n		once set up with bank
	Next of kin	y	Legal Ob	n		on leaving employment
Complainants	email	y	Consent	n		on resolution of complaint
	Address	y	Consent	n		By making this complaint do you consent to
Captured within the complaint	telephone	y	Consent	n		MSPC storing your details until the matter is resolved?
Mailing lists	name	y	Consent	n		When non-subscription requested
	address	y	Consent	n		
Collected when registering for information	telephone	y	Consent	n		
	email	y	Consent	n		