

# KIRKBY STEPHEN TOWN COUNCIL

Mr Christian Barnes, M.A. | Clerk to the Council | Kirkby Stephen Town Council | Local Links  
Vicarage Lane | Kirkby Stephen | Cumbria | CA17 4QX  
Tel/Fax: 017683 74854 | e clerk@kirkby-stephen.com | www.kirkby-stephen.com

---

## PRIVACY NOTICE

Kirkby Stephen Parish Meeting. 26 July 2021.

The Data Controller is KIRKBY STEPHEN TOWN COUNCIL

The Data Protection Officer is TOWN CLERK

## SOURCE AND USE OF DATA

Personal Data extracted from the electoral roll will be processed at this meeting for the sole purpose of identifying individuals who are entitled to participate and vote in the meeting.

The council will make and publish a permanent record of the meeting at which numbers attending, voting and demanding a poll will be recorded.

The council will make and publish a record of the meeting at which contributions to the meeting may be recorded and transcribed. Information that personally identifies individuals will not be included in the council's published record of the meeting.

## LEGAL BASIS FOR PROCESSING DATA

The legal basis for the processing of data at this meeting is: PUBLIC TASK<sup>i</sup>

## UKGDPR

For further information about the Town Council's compliance with UKGDPR please refer to Town Council's Website (<https://www.kirkby-stephen.com/app/uploads/20220627-Privacy-Policy.pdf>) or contact the Town Clerk.

## WARNING

People attending the meeting need to be aware that this is a public meeting and that third parties, including members of the press and public may disclose personal information at their own liability without consequence for, or reference to the council.

## DATE OF NOTICE

21/7/2022

---

<sup>i</sup> The consent of individual persons for the processing of their information is not required for processing carried out on the basis of 'Public Task'.