



Privacy and CCTV Policy

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Minute: CL/152/20.01.25

Review: January 2026

Aberdyfi Community Council aims to be fully compliant with the General Data Protection Regulations (GDPR) and. We follow the guidelines set out by UK GDPR, are registered with the Information Commissioner's Office (ICO) and respect your privacy. For purposes of data regulation Aberdyfi Community Council is the 'Data Controller'.

Under Section 7 of the DPA 2018, Community Councils in Wales, including Aberdyfi Community Council, are not classed as public authorities for the purposes of the UK GDPR.

The Council may process and hold information in order to provide public services. This policy explains how information is used and shared. Information may be collected on a paper or online form, by telephone, email or by the Clerk or a member of the Council.

The Council records personal information if you apply for services that require personal information or if you report a problem and give your contact details for us to respond, or if you contact us and leave your details in order for us to respond.

The Council collects and hold information about you in order to confirm your identity to provide some services and contact you by post, email or telephone which will allow us to undertake statutory functions efficiently and effectively make sure we meet our statutory obligations.

The UK GDPR permits Aberdyfi Community Council to use this information when processing is with consent of the person or processing is necessary for compliance with a legal obligation.

The Council will only hold the personal information you provide for the purpose for which you provide it and for as long as necessary. All personnel who have access to your personal data are obliged to respect the confidentiality of your data. If the Council thinks it necessary to pass your sensitive or confidential information onto a third party, it will only do so once it has obtained your consent, unless it is legally required to do so.

The Council may disclose information to other partners where it is necessary to comply with a legal obligation or where permitted under the Data Protection Act.

You have a right to see information Aberdyfi Community Council holds about you. You have a right to request that any information held about you that is *not* required to fulfill the Council's statutory duties is deleted or corrected. Please contact the Clerk of Aberdyfi Community Council if any of these are required.

Closed Circuit Television

The Council utilises cameras at various locations within Aberdyfi.

These devices are not continuously monitored but recordings may be played back to investigate reported crimes or incidents at the request of the Police. If evidence of such an event is found, the Council may provide relevant parts of recordings to the Police to assist with their enquiries.

Members of the Public are not permitted to view any live or recorded images or make copies of live or recorded images unless it is at the request of a Police Officer as part of an investigation. Under such circumstances the presence of a Police Officer may be required at the viewing and a suitably worded non-disclosure agreement signed in their presence.

No automatic facial recognition or vehicle license plate reading is employed. However, it may be possible to identify individuals or vehicles either in real time or from recordings.

Cameras and recordings may be viewed by authorised members of the Council at various times, although not continuously, for purposes of verifying correct operation of the equipment.

The Council will take suitable measures to ensure recording equipment is secured and protected from intrusion or access by unauthorised persons.

If a member of the public believes an incident or crime may have been recorded, they should in the first instance report it to the Police stating the location, date and time as accurately as possible. The Police will then make a request to Aberdyfi Community Council for recordings to be inspected for evidence. The Council reserves the right to decline any request when the time of the incident can not be specified within a reasonable time span as it would take too long to search for it.