

## **Privacy Notice - Cemeteries**

### **Who we are:**

Parks and Countryside Team  
Town Hall  
Maidenhead  
SL6 1RF

Anthony Hurst  
Parks and Countryside Team Leader  
01628 796180

The team covers the following service areas:

Public Rights of Way  
Outdoor Facilities

### **Cemeteries**

Allotments

### **Lawful basis for processing the information:**

#### **Main Primary legislation**

Public Health (Interments) Act 1879

#### **Main secondary legislation**

Local Authorities Cemeteries Order 1977

### **How do we collect information from you:**

Personal data is provided by the customer either by post, telephone, in person or electronically by email or via forms on the Council's website.

For example: Personal data is supplied by service users or by completing 'insert what forms are filled in or by completing our online forms on our website' or by third parties such as Letting Agents, Landlords and other Councils.

**What type of information is collected from you:**

Name, address, contact details and nature of enquiry, for example what issue has been reported and details of what has been discussed.

**How we use the information you have provided:**

We use the information to resolve issues related to the Cemeteries service.

Information is held to record statutory information for interments, for example grave owner details etc.

**Who has access to the information about you:**

Parks and Countryside team members have access to this information.

**Who we may share your information with:**

We share live data with our Funeral Directors and Stonemasons as to ownership of graves when necessary.

**How long we store your information:**

Permanent retention.

**Does your service utilise automated decision making? – No.**