

This page explains how The Upper Tweed Community Council uses any information you give to us, and the ways in which we protect your privacy.

#### The Data Protection Act

Under the Data Protection Act, we have a legal duty to protect any information we collect from you. We keep strict security standards to prevent any unauthorised access to it. We do not pass on your details to any third party unless you give us permission to do so.

#### What information do we collect?

We collect three kinds of information from visitors to our website: registered information, feedback/ communication) and site usage information, from cookies and log files.

#### Registered information

You do not have to register to use our site, but you do need to register to take part in active forums or purchase and receive orders. The registration information we collect is: your username (which does not need to be your real name), a password, a postcode (if you wish to give us one) and your email address. This information may be stored as a cookie on your computer if you have this enabled. We do not pass this information to any third party unless you have given prior permission.

#### Feedback

We welcome your feedback. You can contact us by emailing [uppertweedcommunitycouncil.co.uk](mailto:uppertweedcommunitycouncil.co.uk)

Any comments you add to Forums can be viewed by all users. Your registered username will appear next to your comments. We will not publish comments which break our forum rules.

#### Site usage information

#### Cookies

We use cookies on this web site. Cookies are alphanumeric identifiers that we transfer to your computer's hard drive through your web browser. They enable us to recognize your web browser. In effect, cookies tell us when you have visited our site and where you have been. We use cookies through the insertion of html code supplied by Statcounter. For a detailed breakdown of the information we gather using this coding please visit <http://statcounter.com/features/>. If you don't want us to be able to do this, your browser's help section should be able to tell you how you can disable or filter cookies and how to arrange for your browser to tell you when you've been sent a new cookie. A cookie may also be set when you click on any link taking you to an external site. As a result, when you click on the links taking you to the various external websites listed on this site you may be presented with cookies from these websites. Upper Tweed Community Council does not control the dissemination of these cookies and you should check the relevant third party's website for more information. For further information on cookies you can visit [www.aboutcookies.org](http://www.aboutcookies.org) or The BBC website has a very comprehensive guide to cookies that you may find helpful (again you may be presented with a cookie from this website if you click the link). We also use cookies to help you navigate from page to page. If you don't want us to be able to do this, your browser's help section should be able to tell you how you can disable or filter cookies and how to arrange for your browser to tell you when you've been sent a new cookie. Disabling these cookies may affect your ability to use the website.

To support our site and add interactive content we sometimes embed photos and video content from websites such as YouTube and maps from sites such as Google. As a result, when you visit a page containing such content, you may be presented with cookies from these websites. UTCC does not control the dissemination of these cookies and you should check the relevant third party's website for more information. Sharing Tools - you will also see embedded 'facebook' buttons on the UTCC web pages; these enable users to easily share content with their friends through this popular social network. When you click on one of these buttons, a cookie may be set by the service you have chosen to share content through. Again, the UTCC does not control the dissemination of these cookies.

Log files allow us to record visitors' use of the site. We use html coding supplied by Statcounter linking our site to theirs where this information was gathered. Information gathered in log files are used to make changes to the layout of the site and to the information in it, based on the way that visitors move around it. Log files do not contain any personal information and they are not used to identify any individual patterns of use of the site.

Access to your information and contacting Upper Tweed Community Council -

If you wish to see our records of any correspondence you have sent to us, or if you have a query or complaint about this privacy policy or about the site, you can contact us.

Changes to this privacy policy

If this privacy policy changes in any way, we will place an updated version on this page.

Regularly reviewing this page ensures you are always aware of what information we collect, how we use it and under what circumstances, if any, we will share it with other parties.