



## **Privacy Notice**

### **Dartmoor Commoners' Council**

#### **Functions of Commoners' Council**

Dartmoor Commons Act 1985 c.xxxvii part ii

- A. Regulation of common rights by Commoners' Council
4. – (1) Subject to this Act, it shall be the duty of the Commoners' Council to take such steps as appear to them to be necessary and reasonably practicable for the maintenance of the commons and the promotion of the proper standards of livestock husbandry thereon (including the assessment of the number of animals which can properly be depastured on the commons from time to time); and in discharging that duty the Commoners' Council shall have regard to the conservation and enhancement of the natural beauty of the commons and its use as a place of resort and recreation for enjoyment by the public.

This Privacy Notice explains how we collect, use, store, and share personal data in accordance with the Data (Use and Access) Act 2025, the UK General Data Protection Regulation (UK GDPR), the Data Protection Act 2018, and current guidance issued by the Information Commissioner's Office (ICO).

#### **The data we collect**

We may collect and process the following categories of personal data:

- Names, addresses, and contact details of registered commoners and graziers
- Commons register entries including livestock units and grazing rights
- Meeting attendance records and declarations of interest
- Correspondence, representations, and applications made to the Council
- Information relating to statutory duties and enforcement actions
- Digital data such as emails or online form submissions

We do not process sensitive personal data (special category data) unless legally required and justified.

### **Why we process personal data**

We process personal data to fulfil our legal duties and statutory obligations, including:

- Maintaining the Commons Register as required by the Dartmoor Commons Act 1985
- Facilitating statutory elections and communications with commoners
- Supporting the governance and functioning of the Council
- Investigating alleged breaches of grazing or husbandry rules
- Liaising with public bodies, including Defra, the Rural Payments Agency, and the MOD-
- Promoting sustainable livestock management and conservation on Dartmoor

Our lawful bases for processing data include:

- Legal obligation (Article 6(1)(c) UK GDPR)
- Public task (Article 6(1)(e) UK GDPR)
- Consent where explicitly provided (Article 6(1)(a) UK GDPR)

### **How we collect personal data**

We collect personal data in the following ways:

- Directly from individuals (e.g. when submitting applications or updates to rights)
- Via correspondence from Commoners' Association Secretaries
- From public records and other statutory bodies
- From Correspondence and Online Submissions

### **Data sharing**

We only share personal data where necessary and lawful. Typical sharing may occur with:

- Defra, the RPA, and the MOD.
- Local Commoners Associations and the Dartmoor Livestock Protection Officer
- Legal advisers or regulatory bodies where disputes or investigations are involved
- Statutory auditors and oversight bodies

We do not sell or share personal data for marketing purposes.

### **Data retention**

We retain personal data only as long as necessary for the purposes it was collected and in line with our statutory obligations. Some data (e.g. entries in the Commons Register) may be held permanently as a matter of public record.

We follow the Council's data retention schedule and ICO-approved best practice for archiving and disposal.

## **Your rights**

Under data protection legislation, you have the right to:

- Request access to your personal data (Subject Access Request)
- Request rectification if data is inaccurate or incomplete
- Object to processing or request erasure (where lawful and applicable)
- Request restriction of processing in specific circumstances
- Lodge a complaint with the Information Commissioner's Office at [www.ico.org.uk](http://www.ico.org.uk)

Please note that some of your rights may be limited where data is held for statutory or public interest purposes.

## **How we protect your data**

We are committed to maintaining the confidentiality and security of your personal data.

Measures include:

- Secure electronic and physical storage
- Access controls and staff training
- Encrypted communications and data backups
- Internal data protection procedures

## **Contact us**

For data protection queries or to exercise your rights, contact:

The Secretary  
Dartmoor Commoners' Council  
1 Canal Road  
Tavistock  
Devon  
PL19 8AR  
Email: [office@dartmoorcommoners.org.uk](mailto:office@dartmoorcommoners.org.uk)  
Phone: 01822 618 892