

VERSION NUMBER V1 18.12.2018 Policy Committee	V1
DATE & MINUTE REFERENCE (Council)	18.12.2018 Item 57b
DATE OF NEXT REVIEW	April 2024

## Policy

To make this site work properly, we sometimes place small data files called cookies on your device. Most big websites do this too.

What are cookies?

A cookie is a small text file that a website saves on your computer or mobile device when you visit the site. It enables the website to remember your actions and preferences (such as login, language, font size and other display preferences) over a period of time, so you don't have to keep re-entering them whenever you come back to the site or browse from one page to another.

### 1.How do we use cookies?

Cookies do not contain any information that personally identifies you, but personal information that we store about you may be linked, by us, to the information stored in and obtained from cookies. The cookies used on the website include those which are strictly necessary cookies for access and navigation, cookies that track usage (performance cookies), remember your choices (functionality cookies), and cookies that provide you with targeted content or advertising.

We may use the information we obtain from your use of our cookies for the following purposes:

- \* to recognise your computer when you visit the website
- \* to track you as you navigate the website, and to enable the use of any e-commerce facilities
- \* to improve the website's usability
- \* to analyse the use of the website
- \* in the administration of the website

### 2.Third-party cookies

When you use the website, you may also be sent third party cookies.

Our service providers may send you cookies. They may use the information they obtain from your use of their cookies:

- \* to track your browser across multiple websites

- \* to build a profile of your web surfing
- \* to analyse the use of the website (the website analytics tool we use is Google Analytics)

### **3.How to control cookies**

You can use your web browser to:

- \* delete all cookies;
- \* block all cookies;
- \* allow all cookies;
- \* block 'third-party' cookies (ie, cookies set by online services other than the one you are visiting);
- \* clear all cookies when you close the browser;
- \* open a 'private browsing' / 'incognito' session, which allows you to browse the web without recording your browsing history or storing local data such as cookies (you should however be aware of the limitations of this feature in a privacy context); and
- \* install add-ons and plugins that extend browser functionality.

### **4.Where to find information about controlling cookies for the major browsers:**

You may use a different browser to those listed below, please ensure you are aware of the associated cookies information for your chosen browser

Microsoft Edge cookies information - <https://privacy.microsoft.com/en-us/windows-10-microsoft-edge-and-privacy>

Internet Explorer cookies information - <https://support.microsoft.com/en-gb/help/17442/windows-internet-explorer-delete-manage-cookies>

Chrome cookies information - <https://support.google.com/chrome/answer/95647?hl=en-GB>

Firefox cookies information - <https://support.mozilla.org/en-US/kb/delete-browsing-search-download-history-firefox>

Safari cookies information

mobile devices - <https://support.apple.com/en-gb/HT201265>

desktops - [https://support.apple.com/kb/PH21411?locale=en\\_GB](https://support.apple.com/kb/PH21411?locale=en_GB)

Opera cookies information - <https://www.opera.com/help/tutorials/security/cookies/>

### **5.Useful information**

- \* A number of websites provide detailed information on cookies, including AboutCookies.org and AllAboutCookies.org.
- \* The European Interactive Digital Advertising Alliance website Your Online Choices [<http://www.youronlinechoices.com/uk>] allows you to install opt-out cookies across different advertising networks.
- \* Google has developed a browser add-on to allow users to opt-out of Google Analytics [<http://tools.google.com/dlpage/gaoptout>] across all websites which use it.

This is also available in the Chrome web store  
[<https://chrome.google.com/webstore/detail/google-analytics-opt-out/flfaojicojcljbmefodhfapmkgbcbnh?hl=en>].

\* Some browsers include a feature known as 'Do Not Track' or DNT. This allows you to indicate a preference that websites should not track you. However, whilst DNT is available in many browsers, websites are not required to recognise its request, so it may not always work. You can get help on how to use DNT in Microsoft Edge [<https://privacy.microsoft.com/en-us/windows-10-microsoft-edge-and-privacy>], Internet Explorer [<https://support.microsoft.com/en-gb/help/17288/windows-internet-explorer-11-use-do-not-track>], Firefox [<https://support.mozilla.org/en-US/kb/private-browsing-use-firefox-without-history>],

Chrome [<https://support.google.com/chrome/answer/2790761>],  
Safari [<https://support.apple.com/en-gb/ht203036>] and Opera [<https://help.opera.com/en/latest/security-and-privacy/#tracking>].

\* Internet Explorer has a feature called Tracking Protection Lists [<https://www.microsoft.com/en-us/iegallery>] which allows you to import a list of websites you want to block.

\* For more information on how private browsing works as well as its limitations, visit the support pages for your browser: Microsoft Edge [<https://support.microsoft.com/en-gb/help/4026200/windows-browse-inprivate-in-microsoft-edge>], Internet Explorer [<https://support.microsoft.com/en-gb/help/17479/windows-internet-explorer-11-change-security-privacy-settings>], Firefox [<https://support.mozilla.org/en-US/kb/private-browsing-use-firefox-without-history>],

Chrome, Safari (mobile [<https://support.apple.com/en-gb/ht203036>] and desktop [<https://support.apple.com/en-gb/guide/safari/browse-privately-ibrw1069/mac>]) and Opera [<https://help.opera.com/en/latest/security-and-privacy/#privateWindow>].

#### Changes to this policy

We keep this Cookie Policy under regular review and we will place any updates on [www.neston.org.uk](http://www.neston.org.uk). This Notice was last updated on 29th November 2018.

#### Contact Details

Please contact us if you have any questions about this Cookie Policy or the personal data we hold about you, or to exercise all relevant rights, queries or complaints at:

Mrs A Kunaj  
Council Manager  
Neston Town Council  
Neston Town Hall  
High Street,  
Neston.  
CH64 9TR

Email: [council@nestontowncouncil.org.uk](mailto:council@nestontowncouncil.org.uk)

Phone: 0151 336 3840

DPO: is: JDH Business Services Ltd, Carreg Lwyd, Cefn Bychan Road, Pantymwyn, Flintshire. CH7 5EW