

Bishops Nympton Parish Hall

CCTV POLICY NOTICE

The CCTV system installed at Bishops Nympton Parish Hall (BNPH) and the images produced are controlled by the BNPH Committee, day-to-day operational responsibility lies with the Chairman of the Committee.

BNPH Committee considered the need for using CCTV and decided it is required for the prevention and detection of crime and for protecting the safety and security of BNPH volunteers, staff, hirers, visitors, and contractors.

It will not be used for any other purposes and an annual review of the use of CCTV installation will be conducted.

The following criteria have been checked and confirmed by the BNPH Management Committee:

- There is a named individual responsible for the operation of the system.
- A system has been chosen which produces images which Law Enforcement Agencies can use to investigate crime and can be taken from the system if required.
- Cameras have been sited so they provide clear images at strategic points.
- Cameras have been positioned to avoid capturing the images of persons not visiting the premises.
- There are signs showing that CCTV is in operation.
- Images from the CCTV system are securely stored, and only a limited number of authorised persons have access to them.
- The recorded images will only be retained long enough for any incident to come to light (e.g., for a theft to be noticed) and the incident to be investigated.
- Except for Law Enforcement Agencies, images will not be provided to third parties.
- The potential impact on individuals' privacy has been identified and considered in the use of the system.
- Regular checks are carried out to ensure that the system is working properly and produces adequate images.

All enquiries should be directed, by email, to bishnymphhall@outlook.com