

Malmesbury & St Paul Without Residents' Association

General Privacy Policy

Introduction

This Privacy Policy explains the types of personal data that Malmesbury & St Paul Without Residents' Association (the Association) may collect, store, and use data in order to comply with the principles of the General Data Protection Regulations (GDPR).

The legal basis the Association relies on to process information

The main basis - If members of the public provide their contact details as an integral part of the membership process.

Under this legal basis, the Association will only collect, store and use as much personal information as is necessary to carry out its functions.

Whose data do we collect?

Members of the public wishing to become members

When do we collect personal data?

The Association collects personal data when a member of the public elects to join the Association

What personal data does the Association collect?

In the vast majority of instances the Association collects and holds only names, e mail and/or postal address and phone numbers.

What is personal data used for?

The personal data of members of the public who become members is used to send out regular News Sheets, a twice yearly News Letter, Committee Minutes and other general correspondence that may be of interest to the membership.

How long do we hold your personal information?

The Association will only keep this information for as long as an individual is a member of the Association. The Association will review the personal data it holds every year to establish whether the Association is still entitled to process it.

Who else has access to the information you provide us?

The Association will not share your data with any third parties.

How do we protect your personal data?

We have implemented generally accepted standards of technology and security in order to protect your personal data. Information may be held on paper, or in an electronic form by Committee members. Electronic information is password protected. The Association will notify you promptly in the event of discovering any breach of your personal data which might expose you to serious risk.

What are my rights?

You have the right to:

- Access your personal data
- Be provided with information about how your personal data is processed
- Have your personal data corrected when incorrect
- Withdraw consent for us to use your personal data
- Have your personal data deleted when you resign from the Association
- Object to or restrict how your personal data is processed

To exercise any of these rights, or to ask any questions please contact us by emailing mspwra@ymail.com

You have the right to take any complaints about how the Association processes your personal data to the Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF, or by visiting their website at www.ico.org.uk/concerns

The Association keep this Privacy Policy under regular review and we will place any updates on the website www.malmsburyresidents.org.uk