

Chipping Campden History Society (CCHS)

DATA PRIVACY NOTICE

Your personal data – what is it? Personal data relates to a living individual who can be identified from that data. Identification can be by the information alone or in conjunction with any other information in the data controller's possession or likely to come into such possession. The processing of personal data is governed by [the General Data Protection Regulation 2016/679 (the "GDPR")¹].

Who are we? Chipping Campden History Society (CCHS) is the data controller (contact details below).

How do we process your personal data? CCHS complies with its obligations under the GDPR by keeping personal data up to date; by storing and destroying it securely; by not collecting or retaining excessive amounts of data; by protecting personal data from loss, misuse, unauthorised access and disclosure and by ensuring that appropriate technical measures are in place to protect personal data.

We use your personal data for the following purposes:

- To administer the Society and its activities.
- To inform of news, events, activities managed by CCHS
- To process gift aid applications where applicable.
- To validate the source of any donations (artefacts, information etc.)

What is the legal basis for processing your personal data?

Consent of the data subject; contract with the data subject.

Your personal data: Your personal data will be treated as strictly confidential and will be shared only within the Society for the purposes of managing the Society. It will not be shared with any 3rd party unless required to do so for legal reasons.

We keep your personal data for the duration of your membership of the Society, and for one year after. After that year we will only keep your Name as an historic record of your membership of the Society. No data is transferred abroad and there is no automated decision making.

If you provide any artefacts / information on living people we will not pass that information to anybody else without specific consent.

Where and whenever necessary, we will seek your prior consent to the new processing.

Your rights and your personal data: Your rights, with respect to your personal data, under the GPDR are specified at <https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/>

Contact Details:

To exercise all relevant rights, queries or complaints please in the first instance contact the Secretary at enquiries@chippingcampdenhistory.org

You can contact the Information Commissioners Office on 0303 123 1113 or via email <https://ico.org.uk/global/contact-us/email> at the Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire. SK9 5AF.