



Bidford & District History Society ('Society')

PRIVACY STATEMENT

Your personal Data

The Society holds personal data about you as a Member of the Society. This data is your full name and home address, and other contact details comprising your telephone number (landline and mobile if offered) and your email address (if offered). ('Data')

Why we keep your Data

The Society keeps your Data to enable contact to be maintained with you as a Member of the Society. Your Data is used to reconcile the subscriptions paid to the names of Members to ensure that we have recorded your subscription correctly.

How we use your personal Data

The Society uses your Data to tell you about events held by the Society. These events include the regular monthly talks programme. In addition, we will use the Data to tell you about other visits and events organised by the Society. The Society will also advise you of specific events of local interest. When sending emails to you we will use the 'blind copy' BCC facility so that no other recipients of these e-mails can identify your e-mail address (nor you, theirs.)

Sharing your Data

Your Data is shared by the Chairman, Treasurer, Programme Secretary and Membership Secretary of the Society. The Membership Secretary is the Society's Data Controller and your Data is held on a computer owned personally by the Membership Secretary and subject to security protection. A back-up copy is retained on the Treasurer's laptop, and also subject to security protection. The person responsible for outings will also have your Data if you book onto an outing or event with the Society.

Your Data will not be shared with any person or organisation outside the Society.

If a need arises for your Data to be shared with another party your consent will first be sought for this sharing.

The Data of those members who are on the Society's Committee and/or who are members of the Society's Research Group will be shared with other Committee and Research Group Members.

How long we will keep your Data

Your Data will be retained while you remain a Member of the Society. If you decide to let your membership lapse the Society will retain your data for one year following your lapse of membership. During that year you will be advised of events organised by the Society. You may contact the Membership Secretary if, following a lapse in your membership, you do not wish your data to be retained.

Your rights to access your Data

You have the right to access, and request a copy of, the Data about you held by the Society. You can receive confirmation of the Data held by contacting the Membership Secretary.

You have the right to request that the Society corrects your Data if it is found to be inaccurate or out of date.

You have the right to request that your Data is erased where it is no longer necessary for the Society to retain such data.

You have the right to withdraw your consent to the processing of your Data at any time.

Changes to the Privacy Statement

The Privacy Statement is held on the Society's website and members will be advised of revisions to it.

Contacts

For information and advice about this Privacy Statement please contact the Membership Secretary or the Chairman. You can find their contact details on your Membership Card or on the Society's website www.bidfordhistory.org.uk