

PRIVACY NOTICE

This privacy notice explains the personal information we collect from you and what we do with it.

Who is collecting the data?

The personal data you provide is being collected by Totnes United Free Church.

What data is being collected?

Your name, address, telephone number and e-mail address.

When and how will the information be collected?

Information is collected throughout the year by e-mail request, various forms and telephone calls.

How will this information be used?

We collect this information to enable the church to keep in touch with you about events and news; send newsletters, produce a Church Contact List [for circulation to church members only]; and provide pastoral support as appropriate.

The legal reason for processing your data?

Data Protection legislation allows us to process this information as we regard it as being in the church's legitimate interest. Your information will be entered into our church database which is held on the church office computer which is password protected and can be accessed by the Operations Coordinator and Pastor. The information provided will not be disclosed to anyone without your consent.

How long will your information be stored?

Your contact details will be removed from the database once you are no longer a member or 'friend' of the church or no longer attend the church, unless you ask for it to remain. You can ask for your details to be removed at any time.

Your rights

You have the right to ask to see any information we hold about you by submitting a 'Subject Access Request' to the Operations Coordinator & Data Protection Trustee Rebecca Sadler. You also have the right to ask for information which you believe to be incorrect to be rectified. If you are concerned about the way your information is being handled, please contact us using the details below. Under the new GDPR Regulations the Trustees of Totnes United Free Church are the Data Controller and Rebecca Sadler is the contact for Data Protection. Contact: 01803 864577 or admin@totnesunitedfree.org.uk

If you are not satisfied with how we handle your data you have the right to complain to the Information Commissioners Office. We reserve the right to update this statement at any time without notice.