

## **General Data Protection Regulations Compliance Statement**

The Society's objective is to be fully compliant with the provisions of the General Data Protection Regulations, which come into force on the 25<sup>th</sup> May 2018. This Statement documents what data we hold on individual Members of the Society and what we do to protect it.

- 1. The Society holds the following data on its Members:-
  - Name
  - Postal Address
  - Email Address
- 2. The Society holds some additional data on Walks Leaders, including home and mobile telephone numbers. They will be contacted separately about how we use their data.
- 3. This data has been provided directly by the Member, except in the case of Family Membership, where the data has been provided by the lead Member.
- 4. The Society has a Legitimate Interest in holding the data about its Members so that it can:
  - a. Send information to Members about the Society's activities, for example, walks, events, talks and the Annual General Meeting. The communications may be by electronic or conventional postal means.
  - b. Keep a record of Members for general administration of the Society and to ensure payments are kept up to date in line with the class of Membership.
- 5. The Society will ensure that it always keeps Members' Personal Data rights in high regard and take account of these rights.
- 6. The Society will not pass Members' data on to any other person or organisation, except as required by law.
- 7. When an individual ceases to be a Member, their details will be removed from current mailing lists immediately.

- 8. All Members' data will be retained for a period of 6 years after the end of each financial year as required under the Charities Act and by HMRC (subject to any subsequent changes in law) after which it will be deleted.
- 9. If a Member leaves the Society then their data will be retained as in (8) for 6 years after the end of the financial year in which they left.
- 10. We do not hold any banking details for our Members; this is held, for those paying by Direct Debit, by GoCardless. Members should refer to GoCardless for details of their data protection policies.
- 11. Members have the right to object to the Society holding this data and may ask for it to be removed. However, this will affect the Society's ability to maintain the individual's membership and/or communicate with the Members about the Society's activities.
- If you have any questions about this statement or wish us to remove your data from our files please email the Treasurer at <a href="mailto:hontreasurer@breconbeaconsparksociety.org">hontreasurer@breconbeaconsparksociety.org</a>.
- You may also unsubscribe from emails from the Society by clicking on the "Unsubscribe" link on any Society email, but note we will be unable to inform you of any of the Society's activities.
- A copy of this Statement will also be available on the Society's website.