

Baldock Town Twinning Association Privacy Policy

Our contact details

Name: Baldock Town Twinning Association (BTTA)

Address: 27 Weston Way, Baldock, Hertfordshire, SG7 6EZ

Phone Number: 07729525648

E-mail: baldocktowntwinning@gmail.com

Baldock Town Twinning Association is required to confirm to UK General Data Protection Regulation. Under GDPR, the lawful bases we rely on for processing this information are that we have a legitimate interest to hope the information. We use data in ways that you would reasonably expect and that have a minimal privacy impact.

The type of personal information we collect

We currently collect and process the following information:

- Personal identifiers, contacts and characteristics (for example, name and contact details)

How we get the personal information and why we have it

You provide us with your personal information when you register as a member of the BTTA. We use this information to keep you updated on BTTA activities and in case of emergency whilst taking part in BTTA activities.

We may share this information with other members of the BTTA and associated groups for purposes of general communication but only with your prior consent.

Under the General Data Protection Regulation (GDPR), the lawful bases we rely on for processing this information are that we have a legitimate interest.

How we store your personal information

Your information is securely stored and we keep any personal information provided for the duration of your membership. If you end your membership with the BTTA any of your personal information will be deleted or securely destroyed.

Your data protection rights

Under data protection law, you have rights including:

- **Your right of access** - You have the right to ask us for copies of your personal information.
- **Your right to rectification** - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.
- **Your right to erasure** - You have the right to ask us to erase your personal information in certain circumstances.
- **Your right to restriction of processing** - You have the right to ask us to restrict the processing of your personal information in certain circumstances.
- **Your right to object to processing** - You have the the right to object to the processing of your personal information in certain circumstances.
- **Your right to data portability** - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us by email at baldocktowntwinning@gmail.com if you wish to make a request.

How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us at by email at baldocktowntwinning@gmail.com

You can also complain to the ICO if you are unhappy with how we have used your data.