

Milland Evangelical Church Privacy Notice

1. 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 (GDPR).

2. Who are we?

Milland Evangelical Church is the data controller. This means it decides how your personal data is processed and for what purposes.

3. What data do we process?

The types of data we process include:

- Names
- Addresses (postal and email)
- Telephone numbers
- Bank and payment data

4. How do we process your personal data

We use your personal data for the following purposes:

- To administer church membership records
- To manage/ coordinate the life of the church
- To maintain our own accounts and records (including the processing of gift aid applications)
- To inform you of news, events, activities and services running at Milland Evangelical Church
- To manage our website

5. What is the legal basis for processing your personal data?

Most of our data is processed because it is necessary for our legitimate interests. We may also process data if it is necessary for the performance of a contract with you, or to take steps to enter into a contract, or to help us comply with our legal obligations. Religious organisations are also permitted to process information about your religious beliefs to administer membership or contact details. Where your information is used other than in accordance with one of these legal bases, we will first obtain your consent to that use.

6. How long do we keep your personal data?.

We will keep some records permanently if we are legally required to do so. We may keep some other records for an extended period. For example, it is current best practice to keep financial records for a minimum period of 7 years. We will keep data only for as long as we need it.

7. Third Parties

We use the following third-party processors
-1&1 web solutions

8. Your rights and your personal data

Data protection legislation gives individuals certain rights which are detailed below. If you wish to exercise these rights, please contact Milland Evangelical Church at office@millandec.co.uk

Right of access to personal data “subject access request”

You have the right to access the personal data that the church holds about you. Requests need to be made in writing. If the request involves a child over the age of 12 they will also need to sign the request. We take the security of personal data seriously, so we may ask you for proof of identity to verify that you are entitled to the information requested.

Right to withdraw consent

Where we have obtained your consent to specific processing activities you may withdraw this consent at any time.

Right to rectification

You have the right to have the personal data that we hold about you rectified if it is inaccurate or incomplete. We will respond to such requests within one month.

Right to erasure

You have the right to have personal data erased in certain specific circumstances. If you make such a request, we will consider whether the right to erasure applies and give you a full and reasoned response.

Right to restrict processing

In certain circumstances you have the right to request that we restrict the processing of your personal data. If you make such a request, we will consider whether the right to restrict processing applies and give you a full and reasoned response.

9. Further processing

If we wish to use your personal data for a new purpose, not covered by this Privacy Notice then we will provide you with a new notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions. We will not give information about you to any other third parties without your consent unless the law and our policies allow us to do so.

10. Data Security

Milland Evangelical Church takes organisational and technical steps to support personal data security.

11. Contact Details

To exercise all relevant rights, queries or complaints please in the first instance contact Milland Evangelical Church, Iping Road, Liphook, Hampshire, GU30 7NA.

Email: office@millandec.co.uk

You also have the right to lodge a complaint with the Information Commissioner's Office on 0303 123 1113 or <https://ico.org.uk/for-the-public/>.