



CONTACT DETAILS

Name(s): MR J DAVISON (Chairman), MR S COOK (Treasurer), MRS S COOK (Secretary)

Address: 118 Canterbury Road, Colchester, Colchester, CO2 7RY

Phone Number: 01206509046

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TYPE OF INFORMATION WE COLLECT

We currently collect and process the following information, for members of Paxman's Angling Club;

- Name
- Address
- Date of Birth
- Email Address
- Telephone Number
- Photograph
- Vehicle Registration

WHY DO WE COLLECT THIS INFORMATION

Most of the personal information we process is provided to us directly by you for one of the following reasons:

- Becoming a member of Paxman's Angling Club

We use the information that you have given us in order to effectively manage the membership of the club. We may only share this information with enforcement authorities such as the Environment Agency or the Police.

Under the General Data Protection Regulation (GDPR), the lawful bases we rely on for processing this information are:

- Your consent. You can remove your consent at any time. You can do this by contacting the club Secretary.
- We have a legitimate interest.

HOW WE STORE YOUR INFORMATION

Your information is securely stored on our IT system, which is password protected, routinely backed-up and only accessible by Trustee's of the club; Chairman, Treasurer, Secretary. Limited parts of your information may also be shared with any other club official, including bailiff's. We keep the personal information listed above, for as long as you are a member of the club. If you do not renew your membership, your details will be removed from our system, by

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the end of the following 'season'. We will then dispose your information by deleting all your records from our IT system. Any IT equipment which has held personal information will be destroyed beyond repair or reclaim prior to disposal.

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 will respond to you as soon as reasonably practicable.

Please contact us 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 by contacting us.