# Wigtownshire Churches Privacy Policy

#### Our contact details

Name: Donald Peers

Address: Briarbank, Dunragit, Stranraer, DG98PL

Phone Number: 07561020831

E-mail:dunragit@otlook.com

Wigtownshire Churches, address as above.

27<sup>th</sup> Feb 2024

## 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)

Any information collected will only be used in connection to the contact made and will not be kept or sold.

#### How we get the personal information and why we have it

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

To answer queries or fiorf your request to be a member of our organisation

We use the information that you have given us in order to provide information relating to events etc at any of the included churches

We may share this information with churches shown on our website together with on request parent organisations pertaining to those churches. We do not sell or share to outsiders.

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

- (a) Your consent. You are able to remove your consent at any time. You can do this by contacting us using the email address on the website.
- (b) We have a contractual obligation.
- (c) We have a legal obligation.
- (d) We have a vital interest.
- (e) We need it to perform a public task.
- (f) We have a legitimate interest.

The secretary of the relevant organisation collects information only supplied by yourselves for the legitimate business of the organisation. This information is kept secure and is not shared to outsiders.

# How we store your personal information

Your information is securely stored.

We keep information supplied which is updated annually. Information no longer pertinent will be destroyed. We will then dispose your information

#### 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 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 at <u>wigtownshirechurches@outlook.cm</u> or telephone 07561020831 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 wigtownshirechurches@outlook.com

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

The ICO's address:

Information Commissioner's Office Wycliffe House Water Lane Wilmslow Cheshire SK9 5AF

Helpline number: 0303 123 1113

ICO website: <a href="https://www.ico.org.uk">https://www.ico.org.uk</a>