

# **Cinder Hill Fly Fishing**

**in association with**

## **Salmon & Trout Conservation UK, Sussex Branch**

### **General Data Protection Regulations**

#### **Privacy Notice**

The law relating to Data Protection is changed on the 25th. of May 2018. These new regulations are designed to provide more transparency regarding the processing of personal data and gives the right to individuals to amend or withdraw any information held.

We maintain a database of current members of Cinder Hill Fly Fishing and a separate database for the Sussex Branch of S&TC UK. which includes: Members names, addresses, telephone numbers, E-mail addresses and membership numbers.

This data has been provided either by Salmon & Trout Conservation UK Head Office or directly from members themselves. When we are notified about any changes to the details we hold, the appropriate database is amended as soon as possible.

We may retain membership data for the previous year to facilitate lapsed members rejoining if required. This information is held on a separate database and will be deleted after 12 months.

#### **Lawful Basis for Processing**

The reason we hold this information is to enable us to provide members with the following, but not limited to, items of information: Forthcoming fly fishing events and courses; the programme of events for the next twelve months; an invitation to members to re-join Cinder Hill Fly Fishing; to distribute the AGM Agenda, Minutes and Newsletters; to distribute articles issued by our sponsors which we believe will prove interesting to members; an invitation to take part in and information about the annual on line auction.

We do not provide membership data to any third parties and no financial data is recorded.

The data is held on a password protected computer, and backed up on a password protected standalone hard drive. This information is only available to a small number of people whose duties require access to it. Communication with members will usually be via a Gmail account on which a mirror data base is held and which is also password protected.

E-mails sent to Members will be transmitted as “Blind Copies” and therefore the addresses of other members will not be visible to the addressee.

The overriding reason for maintaining the data base is to enable us cost effectively to communicate information to members easily and quickly using the dedicated Gmail account wherever possible. Where members do not have access to e-mail, we will use the Royal Mail. Without members details we would not be able to keep them fully informed.

We believe that our lawful basis for processing data includes “legitimate interests”.

This means that everyone has the right to request the amendment of the data we hold or consent can be withdrawn at any time following which data will be deleted. Members also have the right to object to any data held or, if necessary, raise any concerns directly with the regulatory body, the Information Commissioner’s Office.