**DATA PRIVACY NOTICE**

The Parochial Church Councils (PCC) of St Andrew’s Earls Colne, St Andrew’s Colne Engaine and St Andrew’s White Colne.

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 (the “GDPR”).

1. Who are we?

The PCC of each of our three churches is the data controller (contact details below). This means it decides how your personal data is processed and for what purposes.

1. How do we process your personal data?

The PCC of each of the three churches with its obligations under the “GDPR” by keeping personal data up to date; by storing and destroying it securely; by not collecting or retaining excessive amounts of data; by protecting personal data from loss, misuse, unauthorised access and disclosure and by ensuring that appropriate technical measures are in place to protect personal data.

We use your personal data for the following purposes:

* To enable us to provide a voluntary service for the benefit of the public in a particular geographical area as specified in our constitution;
* To administer membership records;
* To fundraise and promote the interests of the charity;
* To manage our employees and volunteers;
* To maintain our own accounts and records (including the processing of gift aid applications);
* To inform you of news, events, activities and services running in our group of churches;
* To share your contact details with the Diocesan office so they can keep you informed about news in the diocese and events, activities and services that will be occurring in the diocese and in which you may be interested.
1. What is the legal basis for processing your personal data?
* Explicit consent of the data subject so that we can keep you informed about news, events, activities and services and keep you informed about diocesan events.
* Processing is necessary for carrying out legal obligations in relation to Gift Aid or under employment, social security or social protection law, or a collective agreement;
* Processing is carried out by a not-for-profit body with a political, philosophical, religious or trade union aim provided:
	+ the processing relates only to members or former members (or those who have regular contact with it in connection with those purposes); and
	+ there is no disclosure to a third party without consent.
1. Sharing your personal data:

Your personal data will be treated as strictly confidential and will only be shared with other members of our three churches in order to carry out a service to other church members or for purposes connected with the church. We will only share your data with third parties outside of the parish with your consent.