

East Sussex Morris Minor Club

Data Privacy Policy



1. About this Policy

- 1.1 This policy explains when and why we collect personal information about our members, how we use it and how we keep it secure and your rights in relation to it.
- 1.2 We may collect, use and store your personal data, as described in this Data Privacy Policy and as described when we collect data from you via your annual membership or renewal form. Information will be used for the purposes listed below by the Membership Secretary, Chair of the Committee and the Vice-Chair of the Committee.
- 1.3 We reserve the right to amend this Data Privacy Policy from time to time without prior notice. You are advised to check our website morrisminorclubeastusssex.co.uk or the club newsletter regularly for any amendments. We will always comply with the General Data Protection Regulation (**GDPR**) when dealing with your personal data. Further details on the GDPR can be found at the website for the Information Commissioner (www.ico.gov.uk). For the purposes of the GDPR, we will be the “controller” of all personal data we hold about you.

2. Who are we?

- 2.1 We are East Sussex Morris Minor Club. We can be contacted at info@morrisminorclubeastusssex.co.uk or 07941106688.

3. What information we collect and why.

Type of information	Purposes	Legal basis of processing
Member's name, address, telephone numbers, e-mail address(es).	Managing the member's membership of the club. Sending newsletters to club members. Contacting club members regarding other activities, offers or requests.	Performing the club's contract with the member. For the purposes of our legitimate interests in operating the club.
Details of member's car(s)	To inform members of other activities offers or requests relevant to specific car body styles (eg wood for sale or a request for a convertible for a wedding).	For the purposes of our legitimate interests in operating the club.
National Morris Minor Owners club membership number	To update records for rebates for those who attend club nights and may not have their MMOC number to hand.	For the purposes of our legitimate interests in operating the club.
Details of membership payments	To keep a record of how much was paid for membership and the payment method used.	For the purposes of our legitimate interests in operating the club. For keeping a record of financial transactions.

4. How we protect your personal data

- 4.1 We will not transfer your personal data to any third party without your consent.
- 4.2 We have implemented generally accepted standards of technology and operational security in order to protect personal data from loss, misuse, or unauthorised alteration or destruction.
- 4.3 Please note however that where you are transmitting information to us over the internet this can never be guaranteed to be 100% secure.
- 4.4 We will notify you promptly in the event of any breach of your personal data.

5. Who else has access to the information you provide us?

- 5.1 We will never sell or share your personal data. We will not share your personal data with any third parties without your prior consent (which you are free to withhold) except where we are required to do so by law.
- 5.2 On occasion, if there is a club need, other Committee Members may request your data (eg the Treasurer may need an address to send a cheque for a refund).

6. How long do we keep your information?

- 6.1 We will hold your personal data on our systems for as long as you are a member of the Club and for as long afterwards as it is in the club's legitimate interest to do so or for as long as is necessary to comply with our legal obligations.
- 6.2 We will review your personal data every year, via annual renewal form.

7. Your rights

- 7.1 You have rights under the GDPR:
 - (a) to access your personal data
 - (b) to be provided with information about how your personal data is processed
 - (c) to have your personal data corrected
 - (d) to have your personal data erased in certain circumstances
 - (e) to object to or restrict how your personal data is processed
 - (f) to have your personal data transferred to yourself or to another business in certain circumstances.

8. Your responsibility

- 8.1 You are responsible for checking that any personal data that you provide to the club is accurate and up to date. You must inform the club of any changes to your data (eg change of name or address).

If you have any queries, questions or comments on the information contained in this document, please contact the Chair of the Committee or their nominated deputy.