



## DATA PRIVACY STATEMENT

### ALTRINCHAM UNITED REFORMED CHURCH TRINITY HALE

**PERSONAL DATA** relates to a living individual who can be identified from that data.

**DATA CONTROLLER** The Elders' Meeting (serving elders) of Altrincham United Reformed Church is the data controller. This means it decides how personal data is processed and for what purposes.

**PROCESSING PERSONAL DATA** Altrincham United Reformed Church complies with its obligations under the "GDPR" by keeping personal data up to date, storing and destroying it securely, not collecting or retaining excessive amounts of data, protecting personal data from loss, misuse, unauthorised access and disclosure and by ensuring that appropriate technical measures are in place to protect personal data.

Personal data is only retained for members/former members (or those with whom we have regular contact) with their consent.

Additionally, personal data is held for paid employees where it is necessary to fulfil our obligations under employment, social security/protection law

There is no disclosure of personal data to a third party without consent

All personal data is treated as strictly confidential and will only be shared with other members of the church for purposes connected with the church.

The church retains personal data for a limited amount of time and strict practices are adhered to.

Any individual has the right to request a copy of the personal data held by the church and to request correction to any personal data if it is found to be inaccurate or out of date.

Any individual has the right to request that their personal data is erased where it is no longer deemed to be necessary or to request that a restriction is placed on further processing in the event of a dispute.

If the church wishes to use personal data for a new purpose, not covered by this Data Protection Notice, then it will provide a new notice explaining this new use.

In order to exercise all relevant rights, queries or complaints the Church Secretary at Altrincham United Reformed Church, 81 Cecil Road, Hale. WA15 9NT should be contacted in the first instance or contact can be made with the Information Commissioners Office on 0303 123 1113 or via email <https://ico.org.uk/global/contact-us/email/> or in writing to Wycliffe House, Water Lane, Wilmslow, Cheshire. SK9 5AF.