



Registered Charity No 1166492.

### **General Data Protection Regulations (GDPR) Policy**

1. The only information we shall hold will be members / supporters names, addresses and email addresses.
2. Consent to hold the data will be provided voluntarily by members and supporters.
3. The data will only be used to send out periodic newsletters. If donors complete a Gift Aid Form this information will be provided to HMRC.
4. Members will be advised that we hold their details for agreed purposes only, and it will be removed from our records if they make an email or written request.
5. Data will be held electronically in password protected files on the computers held by the Treasurer, Publicity Officer and Data Controller.
6. All data will be reviewed annually by the Data Controller , and obsolete records destroyed.
7. Members can request details of any relevant data by Fromes Missing Links, and will receive a response within 30 days.