

# GARVALD PARISH CHURCH RESTORATION PROJECT

## PRIVACY NOTICE

Who is holding and using your personal data?: Under the General Data Protection Regulation (GDPR), Garvald Parish Church (roof sub-committee) is both a 'data controller' and 'data processor' because it holds and uses your personal data to keep you informed about the church restoration project.

Policy Statement: **Garvald Parish Church (roof sub-committee) is committed to protecting personal data and will do all it can to ensure that your data is held securely and accurately. Also that the minimum amount of data is held for the purpose for which it was provided.**

What personal data is held?: names and email addresses.

Why is it being held?: To keep you informed about the restoration of Garvald Parish Church, and the associated oral history project.

Lawful basis for processing: You have given us your consent to hold this information, for the reason given above. We will not pass your details on to any third party unless further consent is sought from you to do so.

Finding out about what data is held: If you would like to find out about what data is held, for example to check the accuracy or update your data, please get in touch – see below.

How to withdraw your data: If you no longer wish your data to be held for this purpose, please get in touch – see below.

What if your data becomes 'at risk?': Should your data become 'at risk' (for example, lost or stolen) we will determine the level of risk to the security of your data, and determine whether to report the breach to yourself and/or the Information Commissioner's Office (ICO).

Getting in touch: If you would like to contact us, please do so via the Garvald village website contact form. Please mark all correspondence: *FAO: Garvald Parish Church (roof sub-committee) – data protection.*

<https://www.garvald.org.uk/contact-us/>

Publication: This privacy notice is published on Garvald village website at:

<https://www.garvald.org.uk/church/>

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