**DATA PRIVACY NOTICE**

**Progressive Christianity Network Britain**

**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”).

**2. Who are we?**

Progressive Christianity Network, Britain (PCN) is the data controller (contact details below). This means it decides how your personal data is processed and for what purposes.

**3. How do we process your personal data?**

PCN complies 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 administer membership records;
* To fundraise and promote the interests of the charity;
* To communicate with our employees and volunteers;
* To maintain our own accounts and records (including the processing of gift aid applications);
* To inform you of news, events and activities of PCN, and to send you copies of our newsletter Progressive Voices;
* To inform you of events hosted by partner organisations that conform to PCN’s eight points.

**4. What is the legal basis for processing your personal data?**

* The processing of your personal data is necessary for our legitimate interests in that we consider that our members can reasonably expect for their data to be processed as shown in paragraph 3 above;
* Processing is carried out by a not-for-profit body with a philosophical or religious 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.

**5. Sharing your personal data**Your personal data will be treated as strictly confidential and will only be shared with specific members of PCN for purposes connected with the aims and objectives of the organisation, and only for the purposes listed in paragraph 3. We will only share your data with third parties outside PCN with your consent.

**6. How long do we keep your personal data?**We retain membership data while it is still current; gift aid declarations and associated paperwork are retained for up to 6 years after the calendar year to which they relate.

**7. Your rights and your personal data**

Unless subject to an exemption under the GDPR, you have the following rights with respect to your personal data: -

* The right to request a copy of your personal data which PCN holds about you;
* The right to request that PCN corrects any personal data if it is found to be inaccurate or out of date;
* The right to request your personal data is erased where it is no longer necessary for PCN to retain such data;
* The right to withdraw your consent to the processing at any time n.b. this may result in you ceasing to be a member of PCN as we would be unable to contact you for any reason
* The right, where there is a dispute in relation to the accuracy or processing of your personal data, to request a restriction is placed on further processing;
* The right to object to the processing of personal data n.b this may result in you ceasing to be a member of PCN depending on the specifics of the objection
* The right to lodge a complaint with the Information Commissioners Office.

**8. Further processing**

If we wish to use your personal data for a new purpose, not covered by this Data Protection Notice, then we will provide you with a new notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions. Where and whenever necessary, we will seek your prior consent to the new processing.

**9. Contact Details**

To exercise all relevant rights, queries or complaints please in the first instance contact PCN at

**PCN Britain**

**26 High Street**

**Newnham**

**Glos.**

**GL14 1BB**

**info@pcnbritain.org.uk**