

# The Somerset Smallholders Association Data Privacy Policy

## 1. About this Policy

- 1.1. This policy explains when and why we (The Somerset Smallholders Association) 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.
- 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 <https://www.smallholdersomerset.com> for any amendments (such amendments will not apply retrospectively and members will be notified of significant changes).
- 1.4. We will always comply with applicable UK Data Protection legislation, including 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 (<https://ico.org.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 The Somerset Smallholders Association (SSA). We can be contacted at [info@smallholdersomerset.com](mailto:info@smallholdersomerset.com).

## 3. What information we collect and why

Type of Information	Purposes	Legal Basis of Processing
Members' name, address, telephone number(s), email address(es)	Managing the membership for the member.	Performance of the Association's contract with the member. Our legitimate interests in operating the Association.
Members' interests and experience	Planning and running Association events and training.	Our legitimate interests in providing services to our members.

## 4. How we protect your personal data

- 4.1. We will not transfer your personal data to a country outside the European Economic Area (“Third Country”) where appropriate safeguards have not been imposed, or the Third Country's data protection regulations are not formally considered adequate by the Information Commissioner, without your consent. (Any such transfers would only be enacted for the purposes of cloud storage of data or to facilitate the services of third party providers – see 5.2 below.)
- 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, then given the internet is not a secure medium, we cannot definitely guarantee the security of this information.

4.4. We will notify you promptly in the event of any breach of your personal data which might expose you to serious risk.

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

- 5.1. We will never sell 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 required to do so by law.
- 5.2. We may pass your personal data to third parties who are service providers, agents and subcontractors to us for the purposes of completing tasks and providing services to you on our behalf (e.g. to send you mailings). However, we disclose only the personal data that is necessary for the third party to deliver the service and there is a data processing agreement in place that requires them to keep your information secure and not to use it for their own purposes.
- 5.3. With your consent, a subset of your personal data will be made available to other Association members as an annually published Membership List. Other members may use this information to contact you in order to benefit from your knowledge and experience. You can opt out of future published Membership Lists at any stage by contacting us at [membership@smallholdersomerset.com](mailto:membership@smallholdersomerset.com).

## **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 Association and for as long afterwards as is necessary to comply with our legal obligations. If we decide that we are not entitled to do so, we will stop processing your personal data with the exception of retaining your personal data in an archived form in order to be able to comply with future legal obligations, including but not limited to compliance with tax requirements and exemptions, and the establishment exercise or defence of legal claims.
- 6.2. We securely destroy all financial information once we have used it and no longer need it.

## **7. Your rights**

- 7.1. You have rights under UK and EU data protection law, including:
- (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.
- 7.2. If you wish for us to erase your data as outlined in paragraph (3) above then please contact us at [membership@smallholdersomerset.com](mailto:membership@smallholdersomerset.com)
- 7.3. If you have any concerns about how we process your personal data please contact us at [membership@smallholdersomerset.com](mailto:membership@smallholdersomerset.com)
- 7.4. You also have the right to take any complaint about how we process your personal data to the Information Commissioner: <https://ico.org.uk/concerns>

Telephone: 0303 123 1113

Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

For more details, please address any questions, comments and requests regarding our data processing practices to [info@smallholdersomerset.com](mailto:info@smallholdersomerset.com).

---

**Update history:**

<u>Issue</u>	<u>Date</u>
1.0 (first issue)	27/11/2018
2.0 (this issue)	31/10/2020