

Privacy Notice

The privacy and security of your personal data is something we take very seriously. In particular:

- We use your data to provide you with information about The Pinner Association and events in Pinner
- We don't allow third parties to use your data
- We will remove you from our mailing list and our records on request, subject to any legal requirements to retain such data.

Who are we?

In this policy, whenever you see the words 'we', 'us', 'our' or 'the Association', it refers to The Pinner Association, a registered charity (No. 262349).

If you have any questions relating to this privacy policy or how we use your personal data, please email them to info@pinnerassociation.co.uk or post them to the Hon. Secretary, The Pinner Association, 10 Crest View, Pinner, HA5 1AN.

What type of data do we collect and how do we collect it?

We collect personal data such as title, name, address, gender, telephone number and email address when you join or renew your membership of the Association or ask to be on our mailing list. This data is collected and held both on paper and electronically. We also collect bank account information from those members who elect to pay their subscriptions by direct debit or standing order.

How do we use your data?

Primarily we use your data to fulfil your membership contract, by delivering our magazine, *The Villager*, to you and providing you with information about events, meetings of the Association and other matters relating to Pinner. We do not allow other organisations to use your data and do not distribute material or information on their behalf unless we believe it meets the same local interest criteria.

Bank account information is used by our appointed payment processors to collect those subscriptions which are paid by direct debit.

Where non-members have asked to be included on our emailing list we use their email addresses to provide them with information about events and other matters relating to Pinner.

To be deleted from our emailing list, just reply to any of our emails, changing the title to "unsubscribe".

Who has access to your data?

Access is restricted to relevant Officers of the Association or persons appointed by them to carry out specific tasks such as collecting subscriptions or delivering magazines. Data is disclosed to our

appointed payment processors to the extent necessary for them to collect the direct debit subscriptions. They have given us strict confidentiality undertakings.

How long do we keep your data?

We need to keep it for as long as you are a member of the Association and as long as we are required to by law for things such as Gift Aid. Subject to these limits we will delete your data on request.

How can you access and update your data?

Please advise any changes to membership@pinnerassociation.co.uk or by post to the Hon. Membership Secretary, 51 Norman Crescent, Pinner, HA5 3QH. You have a right to request a copy of your data by contacting us in the same way.

What to do if you're unhappy

Please contact us in the first instance by email to info@pinnerassociation.co.uk or by post to the Hon. Secretary, The Pinner Association, 10 Crest View, Pinner, HA5 1AN.

We will respond to your complaint promptly, but if you're still not satisfied you have a right to complain to the Information Commissioner's Office, either via their [website](#) or by post to Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.