Porthcurno RESIDENTS’ ASSOCIATION:

Privacy StatemenT

# Our commitment

Your trust is important, so we have a Privacy Statement to explain how we collect, store and handle your personal data.

# Why do we collect data about you?

We collect data so that we:

* know who our members are
* can keep in touch with you; and
* can provide information (without identifying individuals) about our members and membership both to you and other organisations who need it (e.g. how many members we have)

**What do we collect?**

We ask you for the following:

* your name
* your Porthcurno address
* the address you live at (if different from the above)
* your contact email address(es)
* your phone number(s)

When you email us, or give us your views and comments, you are also providing us with information, and we treat these emails with respect and sensitivity according to the information they contain.

# How do we collect data?

We collect information when you join the PKRA. After that, we will update your data when asked by you to do so, or when we carry out data checking exercises, usually once a year.

# What do we do with it?

We treat your data with care and take appropriate steps to protect it. The only people who have access to, or see, your data are PKRA Committee members. We never share or divulge your data to third parties and use it only as above in line with the aims and objectives of the Association. The information is kept securely and digitally online, and we only print hard copies when we need them temporarily (e.g. to undertake a check, or for leafleting purposes). These copies are kept by Committee members securely who destroy them when no longer needed.

**What are my rights?**

You have many rights under the General Data Protection Regulation 2018, including the right to:

* Access to the personal data held about you
* The correction of your personal data when incorrect, out of date or incomplete
* Withdraw your consent and request that we stop any consent-based processing of your personal data after you withdraw that consent.

For more information on your rights see https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/.

PKRA

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