

Friends of Minehead Station (FoMS)

Privacy Statement

Our contact details

Name: Membership Secretary

Address: FoMS, Minehead Railway Station, Warren Road, Minehead.
TA24 5BG

Phone Number: 01643 704996

E-mail: membership@friemdsOfmineheadstation.org.uk

The type of personal information we collect

We currently collect and process the following information:

- Personal identifiers, contacts and characteristics (for example, name, address and contact details including email addresses)

How we get the personal information and why we have it

The personal information we process is provided to us directly by you with your consent for one or both of the following reasons:

- Administration of Club membership
- Keeping you informed of membership news, events, and activities
- Members and non-members making purchases of used books

We use the information that you have given us in order to

- Maintain a current, accurate and full list of members
- Disseminate information about events and activities
- Share news about the club and the West Somerset Railway in general
- Process payment for goods or services

We do not share your information any third party accept to complete purchases you may make where we need to process electronic payments.

Under the General Data Protection Regulation (GDPR), the lawful bases we rely on for processing this information is:

- (a) Your consent.

You are able to remove your consent at any time. You can do this by contacting:

Name: The Membership Secretary

Address:

FoMS,

Minehead Railway Station,

Warren Road,

Minehead. TA24 5BG

Phone Number: 01643 704996

E-mail: membership@friendsofmineheadstation.org.uk

How we store your personal information

Your information is securely stored on a pen drive that is under lock and key at all times, paper forms are also kept under lock and key.

We keep your membership details, name address, email and telephone contact details for the duration of your membership and for 2 years following your membership lapsing, unless you withdraw your consent, in that case your data is deleted completely as soon as possible.

We will then dispose your information by complete deletion of electronic data and shredding of paper forms.

Your data protection rights

Under data protection law, you have rights including:

Your right of access - You have the right to ask us for copies of your personal information.

Your right to rectification - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.

Your right to restriction of processing - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

Your right to object to processing - You have the the right to object to the processing of your personal information in certain circumstances.

Your right to data portability - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at the following address if you wish to make a request.

Name: Alan Grieve, Membership Secretary

Address: FoMS, Minehead Railway Station, Warren Road, Minehead.
TA24 5BG

Phone Number: 01643 704996

E-mail: membership@friendsofmineheadstation.org.uk

How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us at

Name: Alan Grieve, Membership Secretary

Address: FoMS, Minehead Railway Station, Warren Road, Minehead.
TA24 5BG

Phone Number: 01643 704996

E-mail: membership@friendsofmineheadstation.org.uk

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

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

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>