



Important Notes

You can grant consent to all the purposes; one of the purposes or none of the purposes. Where you do not grant consent we will not be able to use your personal data; (so for example we may not be able to let you know about forthcoming services and events); except in certain limited situations, such as where required to do so by law or to protect members of the public from serious harm. You can find out more about how we use your data from our **Privacy Notice** (see below)

We would ask you to advise as your usual "*place of worship*" as **one** of the main centres of worship centres in the Parish: Holy Trinity, Dawley; St John's, Lawley; St Leonard's Malinslee; St Mary's, Ketley.

You can withdraw or change your consent at any time by contacting the Central Telford Parish Administrator via Dawley Christian Centre (contact details below). Please note that all processing of your personal data will cease once you have withdrawn consent, other than where this is required by law, but this will not affect any personal data that has already been processed prior to this point.

DATA PRIVACY NOTICE

The Parochial Church Council (PCC) of Central Telford Parish

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?

The PCC of Central Telford Parish 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?

The PCC of Central Telford Parish 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 manage our employees and volunteers;
- ❖ To maintain our own accounts and records (including the processing of gift aid applications);
- ❖ To inform you of news, events, activities and services running across Central Telford Parish;
- ❖ To share your contact details with the Diocesan office so they can keep you informed about news in the diocese and events, activities and services that will be occurring in the diocese and in which you may be interested.

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

- ❖ Explicit consent of the data subject so that we can keep you informed about news, events, activities and services and process your gift aid donations.
- ❖ Processing is necessary for carrying out obligations under employment, social security or social protection law, or a collective agreement;
- ❖ Processing is carried out by a not-for-profit body with a political, philosophical, religious or trade union 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 other members of the church in order to carry out a service to other church members or for purposes connected with the church. We will only share your data with third parties outside of the parish with your consent.

Central Telford Parish office

The Central Telford Parish church office is staffed from 9.00am – 1.00pm every week day (except bank holidays). This is the best point of contact for all enquiries.

**Parish Administrator
Central Telford Parish
High St,
Dawley,
Telford TF4 2EX**

Telephone: **01952 505108**

Email: **admin@telfordchurch.co.uk**