

## **THE FRIENDS OF LEEDS AND BROOMFIELD CHURCHES**

**Registered Charity: 1080363**

### **Data Privacy Policy**

The storage and processing of your personal information will be in compliance with the General Data Protection Regulation 2018, and any subsequent changes.

The Friends of Leeds and Broomfield Churches (FLBC) will only store the minimum information about you that is required for the legitimate running of the FLBC. This information is your name, address, telephone number, email address and the date and amount of your subscription and donations.

The principal reason for retaining this data is for communication only; the information is securely stored digitally. The FLBC will be responsible for the register of member details and any processing of your personal data will be undertaken by a member of the FLBC Trustees.

Your personal information will only be used for the legitimate running of the FLBC and will not be disclosed to third parties, with the exception of Her Majesty's Customs and Revenue for the collection of Gift Aid, but this will only be undertaken if you have authorised us to do so.

Your information will only be retained as long as you are a member of the FLBC; your personal data will be deleted should you cease to be a member.

To ensure that your information is up to date, please advise any changes to those previously supplied, to the Membership Secretary, whose contact details can be found on our website: [www.friendslbc.org.uk](http://www.friendslbc.org.uk)

May 2018.