

DATA PRIVACY NOTICE

The Parochial Church Councils (PCC) of Holy Trinity Church, Bembridge (HTB) Privacy Notice

1 August 2025

This Privacy Notice is provided by the PCC of Holy Trinity Church, Bembridge to explain what to expect when we collect and process your personal information in accordance with the UK GDPR.

Commented [MM1]: The UK GDPR incorporates the Data Protection Act.

Data Controller

The data controller is:

Rev Steve Daughtery - Vicar
Holy Trinity Church
Bembridge
PO35 5NA

01983 872436

For more information, please go to: <https://www.bembridgeholyltrinity.org.uk/>

1. Why we collect and use your personal data?

We use personal data for the following purposes.

- Name and contact details - To inform you of news and information about events, activities, and services within Holy Trinity Church Bembridge
- To include your details in the Church Website Database.
- DBS status for Safeguarding
- Family contact details and occupations for Weddings

2. The lawful basis for processing your personal data

- Consent – we will obtain your consent to send you information about church events or newsletters
- Legal obligation – we are required by law to collect and process data for weddings, funerals, baptism et)

3. Where we collected your data from

- You
- The Diocese of Portsmouth
- Funeral directors

4. Sharing personal data.

Your personal data will be treated as strictly confidential and will not be shared.

5. How long do we keep data?

We keep data in accordance with the guidance set out in the guide “Keep or Bin: The Care of Your Parish Records”

6. Your rights and your personal data

Unless subject to an exemption under the UK GDPR, you have the following rights with respect to your personal data: -

- The right to request a copy of the personal data which The PCC of HTB holds about you (a Subject Access Request or 'SAR');
- The right to request that the PCC corrects any personal data if it is found to be inaccurate or out of date;
- The right to request your personal data is erased where it is no longer necessary for The PCC of HTB to retain such data;
- The right to withdraw your consent to the processing at any time where we have obtained your consent;
- The right to request that the data controller provide you with your personal data in a structured, commonly used and machine-readable format. Also, to transmit that data directly to another data controller (in limited circumstances).
- The right, where there is a dispute in relation to the accuracy or processing of your personal data, to request a restriction is placed on further processing;
- The right to object to the processing of personal data (in limited circumstances);
- The right to lodge a complaint with the Information Commissioners Office.

7. Concerns and/or complaints?

To exercise all relevant rights, or for queries or complaints please in the first instance contact the Parish Administrator at The Cloisters, Church Road, Bembridge.

You can contact the Information Commissioners Office on 0303 123 1113 or via email