

# Egerton Playing Fields Association - Privacy Statement April 2024

## Our organisation

Egerton Playing Fields Association

Egerton Pavilion, Rock Hill Road, Egerton, Ashford, Kent TN27 9DW

Website [www.egertonpavilion.co.uk](http://www.egertonpavilion.co.uk)

Email [egertonpavilion@outlook.com](mailto:egertonpavilion@outlook.com)

## The type of personal information we collect

We currently collect and process the following information:

- Names, addresses, telephone numbers and email addresses
- Bank details

## How we get the personal information and why we have it

Most of the personal information we process is provided to us directly by you for one of the following reasons:

- Participation in running the Egerton Playing Fields Association

We use the information that you have given us in order to manage the day to day running of the Association

- Participation in 100 Club Lottery

We use the information that you have given us in order to receive lottery subscriptions and pay winnings

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

- Your consent. You can remove your consent at any time. You can do this by emailing [egertonpavilion@outlook.com](mailto:egertonpavilion@outlook.com)
- We have a legitimate interest
- We have a contractual obligation
- We have a legal obligation

## How we store your personal information

Your information is securely stored on local password protected computers. Third party servers are not used.

- We keep personal data for the period of your involvement in the EPFA. We will then dispose of your information by deletion of all electronic records and destruction of any paper records
- We keep your personal data for the lottery year plus 3 months. We will then dispose of your information by deletion of all electronic records and destruction of any paper records

## 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 [egertonpavilion@outlook.com](mailto:egertonpavilion@outlook.com) if you wish to make a request

## How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us at [egertonpavilion@outlook.com](mailto:egertonpavilion@outlook.com)

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>