

LYME REGIS TOWN BAND



PRIVACY POLICY

This privacy policy sets out how Lyme Regis Town Band uses and protects any personal data that you provide. Should we ask you to provide certain information by which you can be identified, then you can be assured that it will only be used in accordance with this privacy statement.

This policy is written with the General Data Protection Regulations in mind. It will be reviewed by the Committee at two yearly intervals.

Personal data is defined as anything that can be used to identify an individual. This can be their name, postal address, bank details, an ID number, personal contact details or an image.

Information collected

We may collect the following information:

- Your name
- Your address
- Your contact information including email address and telephone number(s)
- Date of birth
- Photograph(s)
- Relevant medical information
- Emergency contact details
- Other information solely relevant to the day-to-day management of the band.

Consent

We will only collect your personal data with your consent (see Membership Form).

Retention

We will ensure that your data is not kept for any longer than it is needed to fulfil the purposes for which it was originally collected.

What we do with your information

The information is required to enable the Band to run smoothly. The personal data is used solely for Lyme Regis Town Band affairs and will not be shared with any other individuals or organisations without your express permission. It will be kept up to date and relevant.

Security

The Band is committed to ensuring that your information is held properly and securely.

Controlling your personal information

You may request a copy of all your personal data submitted by you and held by the Band. You may choose to have personal data updated, rectified or deleted. You may also choose to restrict what personal data we have, how we use it and to object if you believe we are doing anything to which you have consented.

Please contact the Band Secretary who holds all confidential information to exercise any of your rights.

Policy adopted: 20th March 2025

Reviewed: 30th November 2025

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GKW
30.11.25