

The Edwardes Square, Scarsdale and Abingdon Association (ESSA) and General Data Protection Regulation (GDPR)

The purposes of the Charity, its management by the Trustees and the means of carrying out the charitable purposes are set out in the ESSA Constitution, a copy of which is included on the website. The Charity only holds data for the purposes set out in the Constitution

Membership is open to anyone over the age of 18 who supports the work of the charity and is willing to pay the annual subscription. The annual membership lasts 12 months . The Trustees are required to keep an up to date membership list.

The GDPR requires that what personal data we hold is documented. The only personal documentation held by ESSA is supplied by the members and comprises the name of the member, their address, telephone number and, where they wish to do so, their email address. The membership list is not shared with any other parties .

We hold information under the GDPR Legitimate Interests basis. We have tested this against the three tests set out in the Information sheet Commissioners Offices Lawful basis for processing data.

- First there is a legitimate interest in that we are using the data to keep our members informed about the matters identified in the constitution and use our knowledge to provide benefits for our members related to the matters set out in our constitution.
- Secondly the processing of the information we hold is directly related to providing information to our members and any other method would be more intrusive.
- Thirdly none of the data is particularly sensitive or private, members would expect it to be used in the way which we do use it and our relationship with each individual is a voluntary one. We do not hold any data related to children .

The data is stored electronically and used to notify members of events, planning applications which may be relevant to them and changes in relevant legislation. When a member leaves their name address and email, where it has been supplied, is removed from the database.

Any member who wishes to verify what information is held can apply to the Membership Secretary who will supply the relevant information without charge. If there are errors in the data the Trustees will arrange for this to be rectified without charge. It is the member's responsibility to provide the relevant data in the correct form in the first place and provide the Membership Secretary with updated information from time to time as necessary.

The data we hold is only processed in order to provide information to members. It is a very limited form of processing and is necessary for the purposes of providing that information.

We invite people who seek membership to complete a standard form and submit it to the treasurer who maintains the data base in conjunction with the Membership Secretary.

We do not hold any personal information other than as set out above and therefore consider that there is little risk from data loss.