

The Chelmer Blackwater Reserve CIC Privacy Notice

Our contact details

Name: Jonathan Wood, Company Secretary

Address: Riverside, 4, Cromwell Lane, Maldon CM9 4LB

E-mail: woodjpw@gmail.com

The type of personal information we collect

We currently collect and process the following information:

- Personal identifiers, contacts and characteristics – name, address and email address.

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:

- For filing details of your shareholding with Companies House and to comply with Companies Act legislation
- For keeping in touch about the activities of the Reserve by newsletter or circular email

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

(a) Your consent. You are able to remove your consent at any time by contacting Jonathan Wood woodjpw@gmail.com

(b) We have a legal obligation.

(d) We have a vital interest.

(e) We need it to perform a public task.

(f) We have a legitimate interest.

How we store your personal information

Your information is securely stored.

We keep your name, address and email address for the duration of your membership as shareholder of the CIC. We will then dispose your

information by deleting it from the encrypted laptop(s) on which it is stored

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.

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 woodjpw@gmail.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 woodjpw@gmail.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>