

# **BOURNEMOUTH EAST ALLOTMENT SOCIETY LTD**

## **PRIVACY NOTICE**

**For Members, Associate Members and Applicants for Membership (new tenancy)**

**First written in May 2018, adopted at AGM 4<sup>th</sup> December 2024.**

### **BACKGROUND INFORMATION**

Originally registered as a Friendly Society in 1935 under the Industrial and Provident Societies Act (1893), Bournemouth East Allotment Society Ltd was re-registered in 2018 under the Co-operative and Community Benefit Societies Act 2014. It is affiliated to the National Allotment Society, previously the National Society of Allotment and Leisure Gardeners Ltd. The allotment sites are leased from Bournemouth, Christchurch & Poole Council and managed by an elected committee.

### **PERSONAL DATA**

Bournemouth East Allotment Society (BEAS) collects information in the course of Members joining the Society, Associate Members affiliating to the Society or others applying to join the Society at a future date. The accuracy of the data is dependent on the information supplied by the Member or Associate Member when joining or renewing membership. Applicants will need to ensure that the Secretary is informed of any change in personal data to ensure that they do not miss the opportunity to join the Society when they reach the top of the waiting list.

The information the Society needs to collect is:

- Title
- First name
- Surname
- Address
- Telephone number(s)
- Email address

The only third party to whom the Society will disclose personal data is the National Allotment Society (NAS). As BEAS is a full member of the NAS, all Members of BEAS are automatically affiliated members. The Society (BEAS) cannot join in part and so this affiliated membership is not optional. However, the affiliation fee does entitle each Member to personal insurance with an Insurance Scheme through the NAS.

The personal data held by BEAS enables the Society to supply the benefits of membership and to contact Members, Associate Members and Applicants as the need arises. No information is sold to third parties.

All personal data is kept physically and electronically on our secure data base, with hard copies stored securely. Only Committee Members have access to the data. The information will be kept in this format as long as the Data Subject is a Member, Associate Member or continuing Applicant. All data is deleted or shredded as soon as possible and certainly within six months of the Data Subject ceasing to be a Member, Associate Member or Applicant, except in the unlikely event of an ongoing dispute between the Society and the Data Subject. The Register containing the names, addresses, plot numbers and dates of use, which is a legal requirement under the Community Benefit Societies Act 2014, will be retained.

If, at any point, you believe the information we hold on you is incorrect, you can request (in writing) to see this information and have it corrected. You can also request to have your personal data deleted if you no longer wish to be an Associate Member or remain on our waiting list.

### **THE SOCIETY'S WEBSITE**

Our website may contain links with other websites. The Society's privacy policy applies only to the BEAS website so, when connecting to other websites, please take the time to check their privacy policy.

### **COOKIES**

Cookies are pieces of information that are stored directly on the computer you are using. The Society uses analytic cookies to collect anonymous data which helps in the development of the website e.g. to monitor which areas of the site are visited the most. You can change the settings in your browser to accept all cookies, to notify you when a cookie is issued, or not to receive cookies at any time.