



Taunton Angling Association

Privacy Notice

General Data Protection Regulations – GDPR

This Privacy Notice aims to give you information on how we collect and process your personal data provided to us when you apply to purchase a membership permit, night permit, day ticket or otherwise interact with us.

As an organisation that has chosen to hold personal data, we have a legal responsibility to treat the data with respect and hold the data securely.

We may change this Privacy Notice from time to time so please check our website regularly to ensure that you are in agreement with any changes. Any questions regarding this Privacy Notice should be sent using one of the contact options below.

Who are we

Taunton Angling Association is a non-profit making organisation founded around 1948. We are dedicated volunteers aiming to make your angling experience as pleasurable as possible, boasting some of the best fishing in the South West of England.

Personal data must be

- Fairly and lawfully processed.
- Processed for limited purpose.
- Adequate, relevant and limited to what is necessary.
- Adequate and where necessary up to date.
- Processed in a way that ensures appropriate security.

Consent

By joining TAA, purchasing one of our membership permits, night permits or day tickets you are giving us permission to process the information specifically for the purposes identified within this document. You may withdraw your consent at any time by simply emailing tauntonangling@gmail.com or writing to the Club Secretary at Taunton Angling Association, 19 Orchard Vale, Cotford St. Luke, Taunton, TA4 1BU. However, withdrawing consent completely will mean you will not be able to remain a member as TAA needs to store and use this data as part of their membership.

The personal information we collect and use

When you purchase a membership permit, night permit or day ticket via email/Paypal or through one of our shop agents, your name, address, category of membership and where

provided email and contact number(s) will be stored in our Membership Database. Please be assured that we do not share your personal details with any other organisation or company. However, it is a condition of membership that as a minimum your name and postal address shall be provided to TAA

What personal data do we hold

Membership forms – These are held as hard copies and electronic copies dependent on how each are purchased. Hard copies are currently held by the Treasurer. Electronic copies are currently held by the Chairman.

The fully completed hard copy membership form holds the following information:

- *Members name*
- *Members address*
- *Type of membership*
- *Membership number*

The fully completed electronic copy membership form holds the following information:

- *Members name*
- *Members address*
- *Members email address*
- *Type of membership*
- *Membership number*

The fully completed night permit membership form holds the following information:

- *Members name*
- *Members address*
- *Members email address*
- *Members phone number*
- *Members car registration*
- *Members photo*
- *Membership type*
- *Membership number*
- *Members EA Licence number.*

Why do we hold personal data

Members name

- *To enable us to address the member correctly.*

Members address

- *To enable us to contact the member by post for the purpose of sending them an annual application form.*

Members telephone number

- *To enable us to quickly contact our members*

Members e-mail address

- *To enable us to contact our members. For administrative purposes and to allow easy identification of a member*

Type of membership

- *We have various categories of membership which attract different price points. We need to ensure that the member is in the correct category. We also occasionally target information to specific categories of membership.*

Members Photograph

- *Night permit members are supplied with a photographic identity card. We retain a copy of the photograph in our records so the member can be positively identified by our bailiff team.*

Member Car Registration

- *To enable us to recognise night permit members vehicles whilst parked on Club venues.*

Member EA Rod Licence Number

- *To enable us to ensure night permit members are in possession of a valid EA Rod Licence when fishing club venue.*

How paid

- *For club accounting purposes. This aids reconciliation of monies received. No bank details are requested or held.*

Information management

Website Cookies

- *Our Website www.taunton-angling.co.uk does not use Website Cookies.*

Membership Database

- *The Membership Database is maintained by the Club Chairman and Secretary, stored on a PC with password protection, and is backed up periodically for recovery purposes. The backup copies are password protected and kept secure. Past members entries will remain on database for not more than two years.*

Hard Copy Membership Permits and Day Tickets

- *The hardcopy Permit Stubs and Day Ticket Stubs are securely stored by the Club Treasurer. The stubs for the previous membership year are destroyed following the Audited Accounts being approved at the Annual General Meeting.*

Paypal

TAA uses Paypal to accept payments. For those members using Paypal their name, email address, postal address and transaction details will be held on file in order for TAA to fulfil its

own compliance and legal obligations. However, this information is always checked for accuracy before any invoice is issued. We will not share this information or your payment details.

Third Parties

Use of shop agents to sell membership permits and day tickets. To protect the information provided and held temporarily by the shop agent the following condition of sale is placed upon them;

In order to comply with the General Data Protection Regulation (GDPR) and the Data Protection Act 2018 the agent agrees by selling permits and day tickets on behalf of TAA that the personal information (Name and Address) recorded on the Permit and Day Ticket stubs will be kept secure and not unlawfully used by the agent or divulged to any third parties. The information (permit counterfoils and day ticket stubs) shall only be passed to the TAA Treasurer or his representative.

Access to your personal information

You are entitled to view, advise us of any changes or have us delete any personal information that we hold. If you request us to delete your name and address, you will no longer be a member and your membership record within the Membership Database will be deleted. You will need to return your membership permit to the address below. As the GDPR is all about individuals having more control over data held on them, our members can request a copy of all information we held on them. To comply with the GDPR we will provide this information within 30 days of the request. Simply send an email to tauntonangling@gamil.com or write to the Club Secretary at Taunton Angling Association, 19 Orchard Vale, Cotford St. Luke, Taunton, TA4 1BU.

Mailing

We will use the contact details held on our membership database to send out the annual Night Permit renewal application forms and hard copies of membership permits purchase via PayPal as and when requested. Night Permit renewal application forms, normally delivered during April or May, and requested membership permits are the only communication TAA will send out. If you do not wish to receive this communication then contact the Club Secretary on the details above.

Disclosure

We will never disclose the information held in our database to any outside organisation. The information is held strictly for club use and distribution of the data within the management of the club is restricted to a need to know basis.

Informing members of the data held and member's agreement that we hold this data. 2018

We will publish this document on our website and refer to the document location on the membership hard copy permits and request that any members who have objections should contact us and we will address these objections – these actions will be recorded.

Changes to this Privacy Notice;

This privacy notice was last amended on 20th May 2018 and will be reviewed periodically, at least, on an annual basis.