



# Barrow and Wolds Group

✦ HOLY TRINITY ✦ ST. MARY ✦ ST. ANDREW ✦ ST. MARY

The Benefice of Barrow-upon-Soar with Walton le Wolds, Wymeswold and Prestwold with Hoton.

## Data Privacy Notice

This Privacy Notice is provided by the PCCs of The Benefice of Barrow-upon-Soar with Walton le Wolds, Wymeswold and Prestwold with Hoton to explain what to expect when we collect and process your personal information in accordance with the UK GDPR.

## Data Controller

The data controllers are:

- The Parochial Church Council of Holy Trinity, Barrow-upon-Soar with St Mary's Walton le Wolds
- The Parochial Church Council of St Mary's, Wymeswold
- The Parochial Church Council of St Andrew's, Prestwold with Hoton

The data controllers can be contacted via the Benefice Administrator at Holy Trinity Church, Church Street, Barrow upon Soar, LE12 8HP or 01509 416520 or [enquiries@barrowandwoldsgroup.com](mailto:enquiries@barrowandwoldsgroup.com). For more information, please go to: [www.barrowandwoldsgroup.com](http://www.barrowandwoldsgroup.com)

## Why we collect and use your personal data:

We use personal data for the following purposes:

- To enable us to provide a voluntary service for the benefit of the public in our parishes
- To administer membership records
- To fundraise and promote the interests of the church
- To manage our employees and volunteers

- To maintain our own accounts and records (including the processing of gift aid applications)
- To inform you of news, events, activities and services in our churches or our benefice

## The categories of personal data we collect are:

- Name and contact details
- Visual images (photographs, video, live streaming)
- Details and documentation related to Occasional Offices (Baptisms, Confirmations, Marriages and Funerals)
- Donations and Gift Aid information

## The lawful basis for processing your personal data:

- Explicit consent of the data subject so that we can keep you informed about news, events, activities and services and keep you informed about diocesan events.
- Processing is necessary for carrying out legal obligations in relation to Gift Aid or for employees, or for occasional offices, such as baptisms, weddings and funerals
- Processing is carried out by a not-for-profit body with a religious aim provided: -
  - The processing relates only to members or former members (or those who have regular contact with it in connection with those purposes); and
  - There is no disclosure to a third party without consent.
  - We collect and process this data as part of our legitimate activities as a not-for-profit body.

## Where we collected your data from:

- You or your Next of Kin or guardian
- The Diocese of Leicester
- The Electoral Roll of our Parishes
- Funeral Directors
- The Parish Giving Scheme

## Sharing personal data:

Your personal data will be treated as strictly confidential and will only be shared with the PCCs of the Benefice of Barrow-upon-Soar with Walton le Wolds, Wymeswold and Prestwold with Hoton, and with other church members, staff and volunteers as part of our legitimate activities.

## How long do we keep data:

We keep data in accordance with the guidance set out in the guide "Keep or Bin: The Care of Your Parish Records": Records management guides | The Church of England.

## Your rights and your personal data:

Unless subject to an exemption under the UK GDPR, you have the following rights with respect to your personal data: -

- The right to request a copy of the personal data which the PCCs of the Benefice of Barrow-upon-Soar with Walton le Wolds, Wymeswold and Prestwold with Hoton holds about you (a Subject Access Request or 'SAR');
- The right to request that the PCCs correct any personal data if it is found to be inaccurate or out of date;
- The right to request your personal data is erased where it is no longer necessary for the PCCs of the Benefice of Barrow-upon-Soar with Walton le Wolds, Wymeswold and Prestwold with Hoton to retain such data
- The right to withdraw your consent to the processing at any time where we have obtained your consent
- The right to request that the data controller provide you with your personal data in a structured, commonly used and machine-readable format. Also, to transmit that data directly to another data controller (in limited circumstances)
- The right, where there is a dispute in relation to the accuracy or processing of your personal data, to request a restriction is placed on further processing
- The right to object to the processing of personal data (in limited circumstances)
- The right to lodge a complaint with the Information Commissioners Office

## Concerns and/or complaints:

To exercise all relevant rights, or for queries or complaints please in the first instance contact the The Benefice Administrator at Holy Trinity Church, Church Street, Barrow upon Soar, LE12 8HP or 01509 416520 or [enquiries@barrowandwoldsgroup.com](mailto:enquiries@barrowandwoldsgroup.com).

You can contact the Information Commissioners Office on 0303 123 1113 or via email [Contact us - public | ICO](mailto:Contact us - public | ICO)

[Data protection and personal information complaints tool | ICO](#)

	Signature	Name	Designation	Date
Incumbent				
Barrow with Walton PCC				
Prestwold with Hoton PCC				
Wymeswold PCC				

Document Prepared – 23rd January 2024  
Rev'd Clive Watts, Rector