

Aden Community Allotment Association Privacy Statement



To ensure compliance with recent changes in legislation, including the GDPR (General Data Protection Regulation) that comes into effect on 25th May 2018, Aden Community Allotment Association Data Protection Policy is outlined below.

Aden Community Allotment Association committee will ensure that data protection legislation is adhered to and will protect securely any data that it collects.

The data we collect, store and process is limited to the contact details of members, prospective members (on waiting lists) and former members who have recently given up their allotments. We may also keep a record of all communications with you concerning your plot. Data on former members, who have relinquished allotments or been evicted will be stored for a reasonable time in case they need to be contacted about their former plot after which their data will permanently deleted except for payment records which will be anonymised and maintained for 6 years. The name and date of ceasing to be a member is also maintained for 6 years.

Contact details include names, postal and email addresses, telephone numbers including landlines and mobile phones.

Your data is stored online on servers in a modern, secure, purpose built data centre in the UK. All changes are mirrored across backup servers in realtime and hourly encrypted backups are sent to a second secure data centre, also in the UK. All hosting companies are ISO27001 certified. Payment information is stored on the computer of the Treasurer.

This data and will be used for the purpose of contacting members, for example to send newsletters and collect subscriptions.

Individual members may be contacted for other legitimate purposes, for example if there has been damage to an allotment or shed, the plot is being neglected or other reasonable purposes.

The data may be shared between other committee members to enable them to perform their duties. Aden Community Allotment Association members' data will not be shared with other individuals or organisations. Individual members are welcome to ask for details of any of their own personal data that the Association holds on them. Members can also access their own data at <https://adenplots.co.uk/membership>

Members are advised to inform the Association if their personal details change e.g. name, address, phone number; so that records remain updated and members can be informed of any news or business.

The allotment site has a number of CCTV cameras. The cameras record still photos in a loop. The photos are not stored anywhere else and are only examined at a time of criminal activity.