



GOC PRIVACY POLICY - DATA PROTECTION ACT 2018

The Data Protection Act 2018 that enacts the EU General Data Protection Regulation (EU) 2016/679 into UK law requires the Club to establish a '**Privacy Policy**' and publish a '**Privacy Statement**' to state what 'Personal Data' we are collecting and the use to which it will be put, generally as covered by the following requirements:

GOC Privacy Policy

Legal requirement	How we meet that requirement
The identity and contact details of the controller (and where applicable, the controller's representative) and the data protection officer	<p>The Gilbern Owners Club Limited ('the Club'), a company limited by guarantee and registered in England and Wales, company number: 01459850.</p> <p>The controller's representative and data protection officer will be the Membership Secretary.</p>
The purpose of the processing and the lawful basis for the processing	<p>The Club may collect your Personal Data when you join the Club, renew your membership, or place an order for spares, comprising:</p> <ol style="list-style-type: none"> 1. your name, 2. postal address 3. telephone number(s) 4. email address (if provided) <p>We will only use this information to:</p> <ul style="list-style-type: none"> • Administer the Club's affairs • Inform you about Club activities • Sell you Club spares and regalia <p>The 'lawful bases' for holding and using your Personal Data are:</p> <ol style="list-style-type: none"> A. the 'legitimate interests' of the Club in respect of 1,2,3 and 4 above; B. the 'legal obligation' of the Club in respect of 1 and 2 above; C. 'contract' in respect of 1, 2, 3 and 4 above.
The legitimate interests of the 'data controller'.	<p>The Club has the aim of ensuring the continued existence of Gilbern cars by encouraging interest and enthusiasm in the marque, including the provision of spare parts, the sharing of technical advice, and researching the history of the manufacturer and the cars.</p> <p>This requires effective administration of the Club's affairs and communication with all Club members.</p>



<p>Any recipient or categories of recipients of the personal data</p>	<p>Third parties for the purpose of undertaking the Club's business, for example but not exclusively, the processing of Club membership applications & renewals, the distribution of the Club's magazine and the delivery of spares or regalia.</p> <p>Other Club Members and Club Officials for the purpose of conducting the business of the Club and meeting the Club's objectives.</p> <p>Other third parties but only if required by law to do so.</p>
<p>Details of transfers to third country and safeguards</p>	<p>Our membership database and website data is currently held in the United Kingdom. No Personal Data other than that necessary for undertaking the business of the Club as described above will be shared or transferred to any other country.</p>
<p>Retention period or criteria used to determine the retention period</p>	<p>Personal Data processed for any purpose shall not be kept for longer than is necessary for that purpose.</p> <p>The Personal Data of former members is retained as required by the Companies Act and for the legitimate interest of maintaining historical records.</p> <p>Your payment details will only be held until the completion of the transaction for which these details were provided, unless you specifically request otherwise.</p>
<p>The existence of each of data subject's rights</p>	<p>You have the right to request a copy of the information that we hold about you. If you would like a copy of some or all of your Personal Data, please email or write to the Club Membership Secretary at the address published in the Club magazine and on the Club's website.</p> <p>We will respond to your request within a month.</p> <p>We will not charge you for complying with such a request unless the request is 'manifestly unfounded or excessive' - we may charge a reasonable administrative fee if further copies are requested.</p> <p>We want to make sure that your Personal Data is accurate and up to date. You may ask us to correct or remove information you think is inaccurate.</p>
<p>The right to withdraw consent at any time, where relevant</p>	<p>As a condition of membership, the Club will presume members' consent to share Personal Data.</p> <p>Members have the right to withdraw such consent at any time by informing the Controller's representative by letter or email, on receipt of which membership will be cancelled and any Personal Data will be archived and no longer shared.</p>



<p>The right to lodge a complaint with a supervisory authority</p>	<p>If we are unable to resolve any complaint you have about the Club's use of your personal data, you have the right to complain to:</p> <p>The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF</p>
<p>Whether the provision of personal data is part of a statutory or contractual requirement or obligation and possible consequences of failing to provide the personal data</p>	<p>As a company limited by guarantee, the Club has a legal obligation to maintain a register of its members and may be required by Companies House to provide to them the Personal Data that you have supplied to us.</p> <p>In joining the Club, you enter into an informal contract in which you agree to share your Personal Data with other Club Members and Club Officials for the purpose of conducting the business of the Club and meeting the Club's objectives.</p>
<p>The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences</p>	<p>No automated decision making will be carried out.</p>
<p>How to contact us</p>	<p>For further information on how your Personal Data is used, how we maintain the security of your Personal Data, and your rights to access information we hold on you, please contact the Controller's representative (The GOC Membership Secretary).</p>
<p>Changes to our privacy policy</p>	<p>We keep our Privacy Policy & Privacy Statement under regular review and will publish any updates in the Club magazine and on the Club's web site. This privacy policy was last updated in October 2022.</p>