

TENTERDEN CLT STEERING GROUP

PERSONAL DATA POLICY – September 2019

When individuals (“you”) give your contact details to the Tenterden CLT Steering Group (“we”/”us”) you are entitled to know what personal data of yours we collect or hold, why, who it will be shared with and how long it will be kept. This policy provides that information.

In order to keep you informed of the progress we are making and to plan for the future we collect and keep your name and contact details

This data will be shared with members from time to time of the steering group. If and when a Community Land Trust (“CLT”) is formed, it will be passed on to that CLT and dealt with in accordance with the CLT’s own personal data policy. It will not be shared with or given to any other person or organisation.

The data will be stored in electronic form on password-protected cloud-based servers and in back-up form on a password-protected computer drive under the control of one or more of our members.

The retention and processing of the data is based entirely on your consent, implied by you giving us the data in the first place, and this consent can be withdrawn by you at any time, in writing or orally, whereupon your personal data will be promptly deleted.

You also have the right to check what personal data we hold for you, to have it corrected or completed, and other rights in certain circumstances unlikely (in our view) to apply to you and us.

If you have any questions or concerns about our retention or use of your personal data, please contact our Secretary: tenterdencommunitylandtrust@gmail.com

Reviewed and adopted: 09 September 2019