



Registered charity: 1164389

## **Shropshire Beekeepers Association Privacy Notice – Members and Volunteers**

This privacy notice tells you what to expect us to do with your personal information when you are a member of the association or volunteer with us.

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Contact details

Post

Shropshire Beekeepers Association, Nobold Lane, Nobold, SHREWSBURY,  
Shropshire, SY5 8NP, GB

Email

sbkamemsec37@yahoo.com



What information we collect and use, and why

## Memberships

We collect or use the following personal information for **managing your membership record**:

- Reminding you to renew your membership
- Providing access to Beebase operated by the National Bee Unit
- Distributing the monthly newsletter
- Communicating information about events and training run by the charity

## Volunteer health and wellbeing

We collect or use the following personal information for **managing volunteer health and wellbeing**:

- Accident records
- Contact information in case of emergency

## Lawful bases and data protection rights

Under UK data protection law, we must have a "lawful basis" for collecting and using your personal information. There is a list of possible lawful bases in the UK GDPR. You can find out more about lawful bases on the ICO's website.

Which lawful basis we rely on may affect your data protection rights which are in brief set out below. You can find out more about your data protection rights and the exemptions which may apply on the ICO's website:

- **Your right of access** - You have the right to ask us for copies of your personal information. You can request other information such as details



about where we get personal information from and who we share personal information with. There are some exemptions which means you may not receive all the information you ask for. [You can read more about this right here.](#)

- **Your right to rectification** - You have the right to ask us to correct or delete personal information you think is inaccurate or incomplete. [You can read more about this right here.](#)
- **Your right to erasure** - You have the right to ask us to delete your personal information. [You can read more about this right here.](#)
- **Your right to restriction of processing** - You have the right to ask us to limit how we can use your personal information. [You can read more about this right here.](#)
- **Your right to object to processing** - You have the right to object to the processing of your personal data. [You can read more about this right here.](#)
- **Your right to data portability** - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you. [You can read more about this right here.](#)
- **Your right to withdraw consent** – When we use consent as our lawful basis you have the right to withdraw your consent at any time. [You can read more about this right here.](#)

If you make a request, we must respond to you without undue delay and in any event within one month.

To make a data protection rights request, please contact us using the contact details at the top of this privacy notice.

Our lawful bases for the collection and use of your data

Our lawful bases for collecting or using personal information as part of **managing your membership** are:

- Consent – collecting or using the information is needed to distribute the monthly newsletter and information regarding events and training run by the charity. All of your data protection rights may apply, except the right to object unless consent is withdrawn.



Vital interests – collecting Our lawful bases for collecting or using personal information as part of **managing volunteer health and wellbeing** are:

- Vital interests – collecting or using the information is needed when someone's physical or mental health or wellbeing is at urgent or serious risk. This includes an urgent need for life sustaining food, water, clothing or shelter. All of your data protection rights may apply, except the right to object and the right to portability.

Where we get personal information from

We collect your information from the following places:

- Directly from you

How long we keep information

We retain active membership records until your membership lapses.

We retain lapsed and deceased records for six years to comply with HMRC's regulatory requirements.

Who we share information with

In some circumstances, we may share information with the following organisations:

- HMRC for Gift Aid purposes



Data processors

We use the following data processors for the following reasons:

**British Beekeepers Association, charity**

This data processor does the following activities for us:

Holds membership records for active, lapsed and deceased members

**Bee Diseases Insurance Limited, insurance provider**

This data processor does the following activities for us:

- Provides hive insurance for members

**National Bee Unit, information provider**

This data processor does the following activities for us:

- Provides a wide range of apicultural information for beekeepers, to help keep their colonies healthy and productive. It provides a wide range of beekeeping information, such as the activities of the National Bee Unit, honey bee related legislation, pests and diseases information which includes their recognition and control, publications, advisory leaflets and key contacts.

How to complain

If you have any concerns about our use of your personal data, you can make a complaint to us using the contact details at the top of this privacy notice.

If you remain unhappy with how we've used your data after raising a complaint with us, you can also complain to the ICO.



The ICO's address:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF

Helpline number: 0303 123 1113

Website: <https://www.ico.org.uk/make-a-complaint>