



Privacy Notice

Art in Poundbury Community Interest Company (CIC)

Our contact details:

Name: Artistic Director : Judy Tate

Address: c/o VATAX 18 Marsden St, Poundbury DT1 3DH

E-

mail: contact@artinpoundbury.co.uk

The type of personal information we collect:

We currently collect and process the following information:

- Personal identifiers, contacts and characteristics (for example, name and contact details)

How we get the personal information and why we have it. Most of the personal information we process is provided to us directly by you for one of the following reasons:

- As an artist you have given us your information in order to maintain membership records for Art in Poundbury Club and be notified of AiP newsletters, exhibitions and events.
- As a volunteer or exhibitor for Art in Poundbury. We use the information that you have given us in order to keep you informed of AiP news and activities.
- Under the UK General Data Protection Regulation (UK GDPR), the lawful bases we rely on for processing this information are:

- (a) Your consent. You are able to remove your consent at any time. You can do this by contacting: contact@artinpoundbury.co.uk Your information is securely stored. It is password protected for electronic storage. Paper records will be kept under lock and key.

We review your consent annually and you can unsubscribe at any time. If you do not reply or consent we will then dispose of your information by shredding paper records and deleting all electronic records, including contacts lists.

Your data protection rights:

Under data protection law, you have rights including:

Your right of access - You have the right to ask us for copies of your personal information.

Your right to rectification - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.

Your right to restriction of processing - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

Your right to object to processing - You have the right to object to the processing of your personal information in certain circumstances.

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, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have 28 days to respond to you. Please contact us at contact@artinpoundbury.co.uk if you wish to make a request.

How to complain:

If you have any concerns about our use of your personal information, you can make a complaint to us at contact@artinpoundbury.co.uk.

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

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

Helpline number: 0303 123 1113

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These procedures will be reviewed every 2 years

Date: - April 2025

Signature : _____ Print Name: _____

Signature : _____ Print Name: _____

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Ref: SH Mac. Documents/FINAL AiP 2025/Compliance /Privacy Notice 25-03-19