



Silver Street, Wrington, North Somerset BS40 5QN

**Chairman**  
Mr Roy Clements

**President**  
Mr Roger Smeed

**Secretary**  
Mr Roy Evans

## PRIVACY NOTICE FOR MEMBERS

We are committed to respecting your privacy. This notice is to explain how we may use personal information before and during your membership. This notice explains how we comply with the law on data protection and what your rights are and for the purposes of data protection we will be the controller of your personal information.

References to **we, our** or **us** are to the Wrington Bowling Club, Silver Street, Wrington, North Somerset BS40 5QN.

We have not appointed a Data Protection Officer to oversee our compliance with data protection laws as we are not required to do so, but our Club Secretary has overall responsibility for data protection compliance in our organisation.

### 1. PERSONAL INFORMATION

When you joined the Club and/or during your membership you may provide us with personal information eg:

- a) Name and title;
- b) Gender;
- c) Address and telephone numbers;
- d) Personal email addresses;
- e) Emergency contacts;

a), b) and c) are held by the Membership Secretary;

d) are held by the Club Secretary;

e) are held by the Club Secretary and also in a secure envelope in the Clubhouse.

### 2. USES MADE OF YOUR PERSONAL INFORMATION

The table below describes the main purposes for which we process your personal information and a box for you to indicate the relevance to you and your permission to use the information as described:

Personal information used	Purpose	Relevant to Member	Permission confirmed
Name, title, address and telephone numbers	Membership records and list distributed to all members and posted on the club noticeboard.		
Name, gender and type of membership	Annual return to Somerset Bowls Association (SBA)		

Personal information used	Purpose	Relevant to Member	Permission confirmed
Name and email address	Used by Club Secretary for communications on events, information from SBA and general updates. <b>Note: Addresses are not shown as all emails are sent as blind copies.</b>		
Name and email address	Registration with SBA for members entering County competitions.		
Name and telephone number	Triples teams playing schedules.		
Name and telephone number	Information printed on the back of the Fixture List giving contact for Club Officials		
Position held, Name, telephone numbers and email addresses	Included in SBA Directory for Club Secretary, Fixture Secretaries and League Representative		
Emergency contacts	Kept securely but used in the event of a member being taken ill or other emergency and contact needs to be made to family or others		

Will each Member please answer **YES** or **NO** in the boxes for relevance and permission above and sign and return the document to the Club Secretary by email, post or placing it in the envelope on the club noticeboard before 25 May 2018 which is the Government deadline imposed on all organisations.

Name.....

Signature.....

Date.....

Return to: Roy Evans      email: royden98@aol.com  
1 Bell's Walk  
Wrighton  
BS40 5PU

Or place completed sheets in the envelope in the clubhouse