



GLOUCESTERSHIRE BEEKEEPERS' ASSOCIATION

Affiliated to the BBKA and MSWCC

Charity No. 263712

Privacy Policy

What personal data does GBKA collect?

Gloucestershire Beekeepers Association (GBKA) as part of the British Beekeepers Association (BBKA) undertakes to collect and use personal data in compliance with the General Data Protection Regulation (GDPR) as of 25th May 2018.

The data we routinely collect includes members' names, addresses, email addresses and telephone numbers. For some of our members we may have additional information such as committee memberships, date of birth, beekeeping qualifications or [DBS checks](#) done with the member's knowledge and permission.

What is this personal data used for?

We use members' data for the administration of our membership, the communication of information, the organisation of events, sale/purchase of equipment or live bees, training courses, exams and assessments.

Who may have access to your data?

In all instances we share your data with the BBKA and the Bee Disease Insurance scheme (BDI). In some instances, we may provide data to the National Bee Unit (NBU) or/and Bee Craft Ltd. With your permission, we may share your data with other members of the GBKA.

Where does this data come from?

Data for our members comes from them, when they join one of the seven branches of the GBKA (Cheltenham and Gloucester, Cirencester and District, Dean Forest, Newent, North Cotswold, South Gloucestershire and Stroud), or when they update their information either directly or via their local association records.

The information held by the BBKA may be updated by the GBKA or your local branch if you have given them permission to change your record.

How is your data stored?

This information is stored in digital form on computer without public access. Any information that is stored remotely is stored in the UK in compliance with the GDPR.

Who has access to your data?

Members of the GBKA Executive Committee and members of the Branch Committees have access to members' data for them to carry out their legitimate tasks for the Association.

What is the legal basis for collecting this data?

GBKA collects personal data that is necessary for the purposes of its legitimate interests as a membership organisation that promotes and furthers the craft of beekeeping.

For some data, such as that relating to financial matters, the basis for its collection and retention is to comply with our legal obligations.



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How you can check what data we have about you?

If you want to see the basic membership data we hold about you, you should contact the membership secretary of your local branch.

You can contact GBKA if you want to ask us to provide you with any other information we hold about you. If you are interested in any particular aspects, specifying them will help us to provide you with what you need quickly and efficiently. We are required to provide this to you within one month. There is usually no fee for this, though we can charge a reasonable fee based on the administrative cost of providing the information if a request is manifestly unfounded or excessive, or for requests for further copies of the same information.

Does GBKA collect any "special" data?

The GDPR refers to sensitive personal data as "special categories of personal data".

We do not record any such special data.

How can you ask for data to be removed, limited or corrected?

There are various ways in which you can limit how your data is used.

- You could maintain your Association membership with your correct name but with limited contact details. However, we do need to have at least one method of contacting you. You could for example simply maintain an up-to-date email address, but of course this would limit what we and the BBKA are able to provide you with in the way of written information. In this instance you would not receive the BBKA News delivered in printed form or any other benefits that require a postal address.
- You do not need to provide us with your date of birth unless you wish to enter age-limited events (such as the IMYB) or gain any concessions based on age.
- We normally keep members' information after they die. We can delete their data after death if requested by their next-of-kin.

How long we keep your data for, and why?

We normally keep members' data after they resign or their membership lapses in case they later wish to re-join for a period of 7 years*. However, we will delete any former member's contact details entirely on request. Other data, relating to accounting or personnel matters, is kept for the legally required period.

**GBKA is a charity claiming Gift Aid and is required to hold members details for up to seven years to comply with any future HMRC query.*

Gloucestershire Beekeepers Association

18th May 2018