



Kennet Association Privacy Notice

What personal data does Kennet Beekeepers' Association collect?

The data we routinely collect includes the following. We collect this data directly from our members when they join or renew their membership of the Association.

- Your full name and home address
- Contact information, such as your home and mobile telephone numbers and e-mail addresses
- The date of birth of members under 18 years old
- Details of the numbers of beehives you manage
- Details of any beekeeping qualifications you may hold
- Details of any offices you may hold or have held in your local, regional or national beekeeping associations
- Any other personal information that you may voluntarily provide to us, including In Case of Emergency (ICE) contact name and phone number.
- Where relevant, [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 your membership; the communication of information, and the organisation of events. We provide your data to the British Beekeepers Association (BBKA) and BDI for their use as explained in the section below.

Who is your data shared with?

Your membership data is passed on to the BBKA, of which you become a member when you join Kennet Beekeepers' Association. Your personal data is not passed on by us to organisations other than the following:

- The Bee Disease Insurance (BDI) scheme for the purposes of joining this service
- The National Bee Unit's BeeBase service to inform you and bee inspectors of the location of your colonies in the event of an outbreak of any notifiable diseases.





Where does this data come from?

Data for most of our members comes from them when they join Kennet Beekeepers' Association or when they update their information either directly or via their local association records.

The information held by the BBKA may be updated by Kennet Beekeepers' Association if you have given it permission to change your record.

How is your data stored?

This information is mainly stored in digital form on computers and in the form of written documents stored at The Kennet Beekeepers' Association Membership Secretary's home.

Who is responsible for ensuring compliance with the relevant laws and regulations?

Under the GDPR (General Data Protection Regulation) we do not have a statutory requirement to have a Data Protection Officer. The person who is responsible for ensuring Kennet Beekeepers' Association discharges its obligations under the GDPR is The Membership Secretary.

Who has access to your data?

Members of the committee of Kennet Beekeepers' Association have access to members' data in order for them to carry out their legitimate tasks for the organisation.

Sub-contractors of Kennet Beekeepers' Association may be given access to data for specific tasks, such as sending mailings. They are not free to use it for any other purpose.

What is the legal basis for collecting this data?

Kennet Beekeepers' Association collects personal data that is necessary for the purposes of its *legitimate interests* as a membership organisation representing Honeybees and Beekeepers.

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





How can you check what data we have about you?

If you want to see the basic membership data we hold about you, you should contact Kennet Beekeepers' Association Membership Secretary. You can contact us with a "Subject Access Request" 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 not usually a 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 Kennet Beekeepers' Association collect any "special" data?

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

We do not record any such 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, so you would not be able to get 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.
- You may choose not to receive information emails from Kennet Beekeepers' Association (we do not send any out on behalf of other organisations).
- Any of these options can be implemented for your Association membership by contacting the Kennet Beekeepers' Association Membership Secretary.

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 six years. However, we will delete any former member's contact details entirely on request.





Other data, such as that relating to accounting or personnel matters, is kept for the legally required period.

What happens if a member dies?

We normally keep members' information after they die. If requested by their next-of-kin to delete it, we will do so on the same basis as when requested to remove data by a former member.

Changes to this data protection statement

Kennet Beekeepers' Association reserves the right to make changes in future to this data protection statement.

Contact us

Should you have any questions, complaints or concerns regarding this Privacy Policy or the personal information we hold about you, you can contact us as follows:

By post: Membership Secretary, currently at Hither Barn, Stanley, Chippenham, SN15 3RE

By e-mail: membership@kennet-beekeepers.co.uk

By phone: 07711 95 13 43

