

THE GODDARD ASSOCIATION *of* EUROPE



Goddard Association of Europe
The Lawns, Lechlade Marina, Fairford Road
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Privacy Notice 2026 (UK GDPR & Data Protection Act 2018)

1. *Introduction, who are we?*

1.1 This policy outlines the way in which the Goddard Association of Europe (GAE) safeguards and uses its members' personal data, in compliance with the UK GDPR and Data Protection Act 2018.

1.2 The Goddard Association of Europe (GAE) is a volunteer-run, not-for-profit membership organisation, setup for family history research.

Data Controller:

The Executive Committee of the GAE

Address: The Lawns, Lechlade Marina, Fairford Rd, Downington, Lechlade, Glos GL7 3DL, UK

Email: admin@goddard-association.org.uk

2. *What data we collect*

2.1 **We collect the following personal data from members:**

- Name and title
- Postal address
- Email address
- Telephone number (if provided)
- Membership number
- Subscription and payment records
- Genealogical interests (if provided)

3. *Why we use your data*

3.1 **We use your data only to:**

- Manage your membership
- Communicate with you about the Association
- Provide newsletters and research information
- Administer subscriptions and renewals
- Enable access to members-only services.

We do not use your data for commercial or marketing purposes.

4. *Lawful basis*

4.1 **We process your data under:**

- Contract – to provide membership services
- Legitimate interests – to operate and manage the Association

5. Who has access to your data

5.1 Access to membership data is strictly limited to:

- The Executive Committee of the GAE, namely:
- The GAE Secretary
- Website Administrator
- The Treasurer

Access is restricted to what is necessary to conduct their roles.

6. Data storage and security

- All data is stored within the United Kingdom
- Data is held on password-protected systems
- Legacy paper records are secured in locked physical storage
- All access to records is limited to authorised individuals only

- Online data is held behind a Member accessible password protected firewall
- Bulk emails (Newsletters) are sent via BCC for member privacy protection
- All information related to living individuals in family trees etc, is redacted
- Very limited access is granted to non-members, only general data.

We act appropriately in line with UK GDPR Article 32.

7. Data sharing

We do not sell, share, or disclose your personal data to third parties, except where required by law.

8. How long we keep your data

- Membership data is kept while you are a member
- After membership ends, records are retained for up to 7 years for legal and financial purposes

9. Your rights

9.1 You have the right to:

- Access your personal data
- Correct inaccurate data
- Request deletion of your data (where applicable)
- Restrict processing
- Object to processing
- Request transfer of your data (data portability)
- Right to withdraw consent
- Complain to the regulator

These rights are set out in UK GDPR Articles 15–22.

10. Complaints

You have the right to lodge a complaint (Required by UK GDPR Article 13) with the Information Commissioner's Office (ICO), if you believe your data has been handled improperly. www.ico.org.uk

11. Updates to this notice

This notice may be updated from time to time. The current version will be available on request or via the Association website.