

Sonning Deanery Branch

Personal information held	Who?	Use	Lawful basis	Consent	Obtained when ...	Held
Name	All members	Administration	Legitimate interest	Implicit in joining	Join / move to Branch	164
Tower affiliation (or 'unattached')	All members	Administration	Legitimate interest	Implicit in joining	Pay subscription	
Year of joining/rejoining Guild	All members	Administration	Legitimate interest	Implicit in joining	Join	
Years subscription paid	All members	Administration	Legitimate interest	Implicit in joining	Pay subscription	
Name of parent/guardian	Minors <sup>1</sup>	Communication	Legitimate interest	Implicit in joining	Join (if minor)	
Contact details of parent/guardian	Minors	Communication	Legitimate interest	Implicit in joining	Join (if minor)	
Date of birth	Minors	Determine if no longer a minor	Legitimate interest	Implicit in joining	Join (if minor)	
Name	Correspondents <sup>2</sup> & Key officers <sup>3</sup>	Communication	Legitimate interest	Implicit in role	Appointed / elected	
Phone number	Correspondents & Key officers	Communication	Legitimate interest	Implicit in role	Appointed / elected (if not already)	
E-mail address	Correspondents & Key officers	Communication	Legitimate interest	Implicit in role	Appointed / elected (if not already)	
Postal address	Correspondents & Key officers	Communication	Legitimate interest	Implicit in role	Appointed / elected (if not already)	
Photo	Officer	Communication	Consent	Implicit <sup>4</sup>	Provided by individual	
E-mail address (where provided).	Ordinary members <sup>5</sup>	Communication	Consent	Explicit / Implicit	Join / annual update / join mailing list	30 <sup>6</sup>
Address (where given)	Ordinary members	Communication	Consent	Explicit / Implicit	Legacy (eg ex officer) / annual update	143 <sup>7</sup>
Phone number (where given)	Ordinary members	Communication	Consent	Explicit / Implicit	Legacy (eg ex officer) / annual update	101
Name	Non-members <sup>8</sup>	Communication	Consent	Implicit in request	Ask/agree to join mailing list	
E-mail address	Non-members	Communication	Consent	Implicit in request	Ask/agree to join mailing list	
Attendance	Participant	Historic record	Consent	Implicit	Signing attendance book	
Photo (or part of group photo)	Participant	Historic record	Consent	Explicit / Implicit <sup>9</sup>	Typically during events	

<sup>1</sup> Minors – Persons under 18 who are either members, or non-members being trained

<sup>2</sup> Correspondents – Person designated to receive correspondence for a band at a tower within the Branch

<sup>3</sup> Key officer – Branch officer whose role requires being contactable

<sup>4</sup> Provision of photo for use on website implies consent for its use

<sup>5</sup> Ordinary member – Branch member who is none of the above

<sup>6</sup> Listed in membership spreadsheet – mainly correspondent & tower captain (but some other). There are over 180 on the members mailing list, including some participating non-members.

<sup>7</sup> Addresses in membership spreadsheet (out of 164 members) – including correspondents. Same comment applies to phone number

<sup>8</sup> Person who is not a Branch member but participates in Branch activities

<sup>9</sup> For example taking part in a team photo implies consent for it to be taken.