



The Community Hall Jameston SA70 8QG

Privacy notice

This notice tells you what you can expect us to do with your personal information and explains:

- what information we collect, and why
- the lawful basis for collecting data, and your data protection rights
- how long we keep information
- how to complain and how to contact us.

The information we collect and use, and why

We collect or use the following personal information, for the sole purpose of building and maintaining an up-to-date membership list.

- Names and contact details (including postal and email addresses)
- Dates of birth
- Records of consent, where appropriate.

We do not:

- sell to, share with or disclose to any third-party organisation or individual, any personal information
- use personal information for marketing or publicity, or for any purpose other than the maintenance of an up-to-date list of members.

The lawful basis for collecting data

Under UK data protection law, we must have a lawful basis for collecting and using your personal information, and these are the 6 lawful bases that might apply.

1. Consent
2. Contract
3. Legal obligation
4. Vital interests
5. Public task, and
6. Legitimate interests.

To find out more, hit *Control + Click* with the cursor on this red link. [Lawful bases](#)

Our lawful basis for collection is a legitimate interest – to maintain an up-to-date membership list, which benefits you and the JCA, without any undue risk of harm to anyone.

For more information on our use of legitimate interests as a lawful basis, please get in touch.

Your Data Protection rights

Different lawful bases may affect your data protection rights.

Generally, in the case of a legitimate interest all your rights apply, except the right to portability.

These are your general data protection rights, and there is more about them and the exemptions that may apply, on the website of the Information Commissioner's Office (ICO).

Hit *Control + Click* on the links in **red** to go to the information on the ICO website.

1. Your right of access
You can ask us for copies of your personal information. You can request other information such as details about where we get personal information from and who we share personal information with. There are some exemptions which means you may not receive all the information you ask for.
[Read more about the right of access](#)
2. Your right to rectification
You can ask us to correct or delete personal information you think is inaccurate or incomplete. [Read more about the right to rectification](#)
3. Your right to erasure
You can ask us to delete your personal information.
[Read more about the right to erasure](#)
4. Your right to restriction of processing
You can ask us to limit how we can use your personal information.
[Read more about the right to restriction of processing](#)
5. Your right to object to processing.
You can object to the processing of your personal data.
[Read more about the right to object to processing](#)
6. Your right to data portability.
You can ask that we transfer the personal information you gave us to another organisation, or to you. [Read more about the right to data portability](#)
7. Your right to withdraw consent.
When we use consent as our lawful basis you can withdraw your consent at any time.
[Read more about the right to withdraw consent](#)

To make a data protection rights request, contact us using the details below.

If you make a request we must respond without delay, and in any event within one month

Where we get personal information from, and how long we keep it

All the information we collect and record comes from applications for membership, whether from the candidate themselves, or from a family member who is submitting more than one application, on behalf of other family members.

We keep personal information on members in a current file as long as their membership remains active. That information is then archived to a separate secure file, only to be accessed if a statistical review were to be needed at a later date.

How to complain

If you have concerns about our use of your personal data, you have the right to complain to us.

By post

You can write to us at:

Jameston Community Hall, St. James Place, Jameston, TENBY, Pembs., SA70 8QG *OR*
The Secretary, JCA, Green Grove, Jameston, Pembs. SA70 8QJ

By phone 07827 854620

By email JamestonCommunityAssoc@gmail.com

If you remain unhappy with how we've used your data after we have responded to your complaint, you have the right to take it up with the ICO, at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Helpline number: 0303 123 1113

Website: <https://www.ico.org.uk/make-a-complaint>

Last updated

This Privacy Notice is updated annually, and was last reviewed in December 2025.