



Friends of Jersey Lane (FoJL)

Data Protection and Privacy Policy

Friends of Jersey Lane (FoJL) is committed to protecting and respecting your personal data and complying with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018.

Purpose of Data Collection

FoJL collects and holds limited personal information relating to members and individuals who have asked to receive information about FoJL activities, events, and local matters of interest.

The information we may hold includes:

- Name
- Postal address
- Telephone number
- Email address

This information is used solely for the administration of membership, communication with members and interested individuals, and activities directly related to the purposes of FoJL.

Lawful Basis for Processing

FoJL processes personal data on the basis of:

- Legitimate interests — to manage membership and communicate with individuals who have expressed an interest in FoJL activities; and/or
- Consent — where individuals have specifically agreed to receive communications.

FoJL will only collect and use personal data where it is necessary and lawful to do so.

Storage and Security of Data



FoJL takes appropriate steps to ensure personal data is stored securely and protected against unauthorised access, loss, misuse, or disclosure.

- Paper records are kept securely in locked storage.
- Electronic records are password protected and accessible only to authorised FoJL committee members who require access for legitimate FoJL purposes.

Sharing of Data

FoJL does not sell, share, or disclose personal data to third parties unless required to do so by law.

Data Retention

Personal data will only be retained for as long as it is necessary for FoJL purposes or until an individual requests that their information be removed, subject to any legal obligations.

FoJL will regularly review the information it holds and securely delete or destroy data that is no longer required.

Accuracy of Information

FoJL will take reasonable steps to ensure personal information is accurate and up to date. Individuals are encouraged to notify FoJL of any changes to their contact details.

Your Rights

Under UK data protection law, individuals have the right to:

- Request access to the personal data FoJL holds about them
- Request correction of inaccurate or incomplete data
- Request deletion of their personal data where appropriate
- Object to or restrict certain types of processing
- Withdraw consent where processing is based on consent

Requests relating to personal data should be made to the FoJL Secretary at: friendsofjerseylane@gmail.com

Data Breaches

In the event of a personal data breach, FoJL will assess the risk and, where legally required, report the breach to the Information Commissioner's Office (ICO). FoJL will also take appropriate steps to minimise any impact and inform affected individuals where necessary.

Policy Review



This policy will be reviewed periodically or when legislation changes to ensure it remains accurate and compliant with current data protection legislation.

Friends of Jersey Lane

July 2026

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