

Your rights as a data subject

1. At any point whilst East Leake Methodist Church are in possession of, or processing your personal data, all data subjects have the following rights:
 - Right of access - you have the right to request a copy of the information that we hold about you.
 - Right of rectification - you have a right to correct data that we hold about you that is inaccurate or incomplete.
 - Right to be forgotten - in certain circumstances you can ask for the data we hold about you to be erased from our records.
 - Right to restriction of processing - where certain conditions apply you have a right to restrict the processing.
 - Right of portability —you have the right to have the data we hold about you transferred to another organisation.
 - Right to object —you have the right to object to certain types of processing such as direct marketing.
 - Right to object to automated processing, including profiling - you also have the right not to be subject to the legal effects of automated processing or profiling.
2. In the event that East Leake Methodist Church refuses your request under rights of access, we will provide you with a reason as to why, which you have the right to legally challenge. At your request East Leake Methodist Church can confirm what information it holds about you and how it is processed.
3. You can request the following information:
 - Identity and the contact details of the person or organisation within East Leake Methodist Church that has determined how and why to process your data.
 - Contact details of the data protection officer, where applicable.
 - The purpose of the processing as well as the legal basis for processing.
 - If the processing is based on the legitimate interests of East Leake Methodist Church and information about these interests.
 - The categories of personal data collected, stored and processed.

- Recipient(s) or categories of recipients that the data is/will be disclosed to.
- How long the data will be stored.
- Details of your rights to correct, erasure, restrict or object to such processing.
- Information about your right to withdraw consent at any time.
- How to lodge a complaint with the supervisory authority (Information Commissioners Office).
- Whether the provision of personal data is a statutory or contractual requirement, or a requirement necessary to enter into a contract, as well as whether you are obliged to provide the personal data and the possible consequences of failing to provide such data.
- The source of personal data if it wasn't collected directly from you.
- Any details and information of automated decision making, such as profiling, and any meaningful information about the logic involved, as well as the significance and expected consequences of such processing.

4. To access what personal data is held, identification will be required

East Leake Methodist Church will accept the following forms of identification (ID) when information on your personal data is requested: a copy of your driving licence, passport, birth certificate and a utility bill not older than three months. A minimum of one piece of photographic ID listed above and a supporting document is required. If East Leake Methodist Church is dissatisfied with the quality, further information may be sought before personal data can be released. All requests should be made to Roger Latham at East Leake Methodist Church by writing to us at the address below.

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