noda
Be inspired by amateur theatre

Privacy Policy for Trustees of the Society

The

Burnley Light Opera Society (BLOS)

is committed to protecting personal information. This Privacy Policy relates to our use of any personal information we collect from you when you become a Trustee of the Society. Trustees are elected at General Meeting or a limited additional number may be co-opted by the other Trustees.

The personal information we collect from you (in addition to the information collected as a Member)
We hold the date of birth and home address of Trustees, as this a requirement when lodging our annual report with the Charity Commission.

How we use information
Your name will appear in our Report and Accounts which are filed with the Charity Commission and Companies House. We will use your information to inform you of Committee Meetings and your name will appear in the minutes of these Meetings and in the minutes of General Meetings.

Security
We put in place reasonable security measures to protect against any unauthorised access or damage to, or disclosure or loss of, your information.

Your rights
Please let us know if your information changes as it is important that the personal information we hold about you is accurate and up to date. We will keep your information as a Trustee until you cease to become a Trustee but you will be aware that your name will appear on our Report and Accounts which is a public document. You have the right to request a copy of all the personal information we hold about you in a Subject Access Request. To do this, simply write to us at the address below. We will take all reasonable steps to confirm your identity before providing you with details of any personal information we may hold about you.

Changes to this Privacy Policy
We may amend this Privacy Policy from time to time; for example, to keep it up to date or to comply with legal requirements. If there will be any significant changes made to the use of your personal information in a manner different from that stated, we will seek your permission first.

How to contact us
For any questions or concerns relating to this Privacy Policy or our data protection practices, or to make a Subject Access Request, please contact us in one of these ways:

By Phone to the Secretary:
Susan Hardwick
07967 734248

By email:
susan.hardwick@ic24.net

By post to:
Susan Hardwick
14 Marsden Court
Burnley
Lancs
BB10 2SS

Date: 15/03/2024