



The Friends of All Saints' Wytham Application Form

I (full name)

wish to become a Friend of All Saints' Church, Wytham.

I enclose the sum of £5.00 to cover my membership for the first year. I would like to make further gifts to All Saints' by:

- Standing Order from my bank using the Standing Order mandate attached or set up online.
- By cheque, made payable to All Saints' Church Parochial Church Council (PCC)

Address:.....

.....

Postcode:.....Telephone No:.....

Email address (It would ease communication if you can provide this).....

By signing this form you are confirming that you are consenting to All Saints Church, Wytham, Parochial Church Council (PCC) holding and processing your personal data for the following purpose;
(please tick the boxes where you grant consent): -

'I consent to All Saints' church contacting me by post telephone or email, to keep me informed about news, events, & activities of the Friends of All Saints'.

'I understand that I may change this offering, or my consent (above) at any time by giving notice to the Treasurer, the Friends of All Saints' Church, and that the information from this form will not be passed on to any third party, will only be used in connection with the Friends of All Saints' Church, and will be processed in accordance with the General Data Protection Regulations and our Data Privacy Policy (attached). It will be destroyed if I leave the association'.

Please now send this form, (plus Gift Aid mandate if appropriate) together with your subscription to:

*Mr John Donald
3 Fairlawn End
Upper Wolvercote
Oxford OX2 8AR*

Tel: Oxford (01865) 515401
Email: jas51@btinternet.com



Gift Aid Declaration

To the Parochial Church Council of ALL SAINTS' CHURCH, WYTHAM.

I wish the Church to reclaim tax on all my contributions, gifts and donations from the date of this declaration until further notice.

'I am a UK taxpayer and understand that if I pay less Income Tax and/or Capital Gains Tax in the current tax year than the amount of Gift Aid that can be claimed on all my donations to any charity, (25p on every £1), it is my responsibility to pay the difference. I understand that other taxes such as VAT and Council Tax do not qualify.'

I understand that I should tell the Treasurer of the Friends of All Saints' if I do not pay an amount of tax that at least equals that deducted from these donations'.

Your address is needed to identify you as a current UK taxpayer. In order to Gift Aid your donation please complete the details below (Your post code is essential for our claim):

Full name.....

Address.....

.....Postcode:.....

Signature:.....Date:.....

✂-----✂

Standing Order Mandate: Please send to your bank

To the Manager,.....Bank/Building Society.

Please pay to the Parochial Church Council (PCC) of All Saints Church, Wytham at CAF Bank, Account No: 00010210, Sort Code 40-52-40,

The sum of £.....monthly/quarterly/annually (*delete as necessary*)

starting on (date).....until further notice.

Print name.....

Address:.....

.....

Post Code.....

Bank Sort Code

Bank Account No:.....

Signed.....



DATA PRIVACY NOTICE

The Parochial Church Council (PCC) of All Saints' Church, Wytham.

1. Your personal data – what is it?

Personal data relates to a living individual who can be identified from that data (the Data Subject). Identification can be by the information alone or in conjunction with any other information in the data controller's possession or likely to come into such possession. The processing of personal data is governed by the General Data Protection Regulations (the "GDPR").

2. Who are we?

The PCC of All Saints' Church, Wytham is the data controller (contact details below). This means it decides how your personal data is processed and for what purposes.

3. How do we process your personal data?

The PCC complies with its obligations under the "GDPR" by keeping personal data up to date; by storing, and when necessary destroying it, securely; by not collecting or retaining excessive amounts of data; by protecting it from loss, misuse, unauthorised access or disclosure, and by ensuring that appropriate technical measures are in place to protect it if held electronically.

We use your personal data for the following purposes: -

To enable us to provide a voluntary service for the benefit of any member of the public who may be interested in the church of All Saints;

To administer membership of the church, and its sub-committee, the Friends of All Saints' (FAS);

To fundraise and promote the interests of the charity;

To manage our employees and volunteers;

To maintain our own accounts and records (including the processing of standing order and gift aid declarations);

To keep you informed of news, events, activities and services run by All Saints' or the FAS;

If you are a member of the Parochial Church Council (PCC), or registered on the Electoral Roll of the church, to share your contact details with the Oxford Diocesan office so they can keep you informed about news in the diocese and events, activities and services that will be occurring in the diocese and in which you may be interested.

4. What is the legal basis for processing your personal data?

Explicit consent of the data subject to the uses of your data listed above.

Processing is necessary for carrying out obligations under employment, social security or social protection law, Church of England regulations or a collective agreement;

Processing is carried out by a not-for-profit body with a political, philosophical, religious or trade union aim provided: -

- the processing relates only to members or former members (or those who have regular contact with it in connection with those purposes); and
- there is no disclosure to a third party without consent.

5. Sharing your personal data

Your personal data will be treated as strictly confidential and will only be shared with other members of the church or the Friends of All Saints' in order to carry out a service to other church or FAS members or for purposes connected with the church or the FAS. We will only share your data with third parties outside of the parish with your consent.

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6. How long do we keep your personal data?¹

We keep data in accordance with the guidance set out in the guide “Keep or Bin: Care of Your Parish Records” which is available from the Church of England website [see footnote for link].

Specifically, we retain electoral roll data while it is still current; gift aid declarations and associated paperwork for up to 6 years after the calendar year to which they relate; and parish registers (covering baptisms, marriages and funerals) permanently, in accordance with the law.

7. Your rights and your personal data

Unless subject to an exemption under the GDPR, you have the following rights with respect to your personal data: -

The right to request a copy of your personal data held by the PCC of All Saints', Wytham;

The right to request the PCC to correct any personal data found to be inaccurate or out of date;

The right to request your personal data is erased where it is no longer necessary for the PCC to retain such data;

The right to withdraw your consent to the processing of your personal data at any time;

The right to request that the data controller provide the data subject with his/her personal data and where possible, to transmit that data directly to another data controller, (known as the right to data portability), [*Only applies where the processing is based on consent or is necessary for the performance of a contract with the data subject, and in either case the data controller processes the data by automated means*].

The right, where there is a dispute in relation to the accuracy or processing of your personal data, to request a restriction is placed on further processing;

The right to object to the processing of personal data, [*Only applies where processing is based on legitimate interests (such as the production of the monthly pew sheet, or the performance of a task in the public interest/exercise of official authority); direct marketing and processing for the purposes of scientific/historical research and statistics*]

The right to lodge a complaint with the Information Commissioners Office.

8. Further processing

If we wish to use your personal data for a new purpose, not covered by this Data Protection Notice, then we will provide you with a new notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions. Where and whenever necessary, we will seek your prior consent to the new processing.

9. Contact Details

To exercise all relevant rights, queries or complaints please in the first instance contact **St Peter's Church office, First Turn, Wolvercote, Tel: Oxford OX2 8AQ, 01865 236094 - Tues/Weds/Thurs am only** or via email at officeatstpeters@gmail.com.

You can contact the Information Commissioners Office on 0303 123 1113 or via email <https://ico.org.uk/global/contact-us/email/> or at the Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire. SK9 5AF.

¹ Details about retention periods can currently be found in the Record Management Guides located on the Church of England website at: - <https://www.churchofengland.org/about-us/structure/churchcommissioners/administration/librariesandarchives/recordsmanagementguides.aspx>