

# **SNAPDRAGON, MIRAGE and INVADERS ASSOCIATION**

## **Data Protection Policy and Association Rules**

The Snapdragon, Mirage and Invaders Association are required by law to comply with the General Data Protection Regulations (GDPR) coming into force on 25 May 2018, which governs how we use, store and process members personal and boat data.

By:

- 1) Completing the Snapdragon, Mirage and Invaders Association membership application form,
- 2) becoming a member of the Snapdragon, Mirage and Invaders Association and/or
- 3) renewing your membership each year by the payment of the membership subscription,

you agree to your personal data and boat related data being used in line with our Data Privacy Policy as detailed below.

**SNAPDRAGON, MIRAGE and INVADERS ASSOCIATION**  
**DATA PRIVACY POLICY**  
**GENERAL DATA PROTECTION REGULATION (GDPR)**

**About this Policy**

- 1.1 This policy explains when and why we collect personal information, how we use it and how we keep it secure, and your rights in relation to it.
- 1.2 We may collect, use and store your personal data, as described in this Data Processing Policy and as described when we collect data from you.
- 1.3 We reserve the right to amend this Data Processing Policy from time to time out without prior notice. You are advised to check our website 'www.snapdragonmirage.org.uk' regularly for any amendments (but amendments will not be made retrospectively).
- 1.4 We will always comply with the General Data Protection Regulations (GDPR) when dealing with your personal data. Further details on the GDPR can be found at the website for the Information Commissioner ([www.ico.gov.uk](http://www.ico.gov.uk) ). For the purposes of the GDPR, we will be the "controller" of all personal data we hold about you.

**Who are we?**

- 2.1 We are Snapdragon, Mirage and Invaders Association and can be contacted at Email: [smasiteminder@snapdragonmirage.org.uk](mailto:smasiteminder@snapdragonmirage.org.uk) or [snappie@btinternet.com](mailto:snappie@btinternet.com)

**What information we collect and why:-**

Type of information	Purposes	Legal basis of processing
Member's name, address, telephone numbers, e-mail address(es).	Managing the Member's membership of the Club.	Performing the Associations contract with the Member. For the purposes of our legitimate interests in operating the Association.
Members, Competitors and Visitors names, boat names and sail numbers.	Managing races and events, including processing entries and results. Sharing race results with other organisations,	For the purposes of our legitimate interests in holding races and other events for the benefit of members of the Association & others, and promoting the Association.
Photos and videos of members and their boats.	Displaying on the Club's website and social media pages.	Member's consent, either specific or on their membership application form. Members may withdraw their consent at any time by contacting us by e-mail letter to the Secretary.
Members name, home address and e-mail address.	Keeping members informed as to Association activities and events (eg: Sailing Programme booklet, Entertainments / Social events, Newsletter etc).	For the purposes of our legitimate interests in operating the Association and for the proper performance of the Associations contract with the member.
Members' contact and boat details.	Passing on contact information for the owners of a found or abandoned boat, if requested by the relevant authorities.	For the performance of a task carried out in the public interest. For our legitimate interests in assisting our members. For the protection of the vital interests of our members and their crews.

Names, addresses, telephone numbers, boat names etc.	Producing the register of members which is circulated to all members each year.	For the purposes of our legitimate interests in operating the Association and to enable members to communicate with each other.
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How we protect your personal data:

- 4.1 We will not transfer your personal data outside the European Economic Area (EEA) without your consent other than in the form of the Register which is sent to all members
- 4.2 We have implemented generally accepted standards of technology and operational security in order to protect personal data from loss, misuse, or unauthorised alteration or destruction.
- 4.3 Please note, however, that where information is transmitted to or from us over the internet this can never be guaranteed to be 100% secure.
- 4.4 For any payments made ‘online’, we will use a recognised online secure payment system.
- 4.5 We will notify you promptly in the event of any breach of your personal data, which might expose you to serious risk.

Who has access to the information you provide us?

- 5.1 Within the Snapdragon, Mirage and Invaders Association:  

The Treasurer has the membership records and information from those records is made available to other members by way of the register circulated to all members. Members have the right to ask that any personal information be omitted.

In relation to financial records and payment details the information is held by the Treasurer.
- 5.2 We will never sell your personal data. We will not share your personal data with any third parties without your prior consent (which you are free to withhold) except where required to do so by law or as set out in the table above or paragraph 5.3 below.

- 5.3 We may pass your personal data to third parties who are service providers, agents and subcontractors to us for the purposes of completing tasks and providing services to you on our behalf (e.g. to print newsletters and send you mailings). However, we disclose only the personal data that is necessary for the third party to deliver the service

#### How long do we keep your information?

- 6.1 We will hold your personal data on our systems for as long as you are a member of the Association and for as long afterwards as is necessary to comply with our legal obligations, and for our legitimate interests in managing the Association (for example, re-joining members and thus it is necessary to ascertain whether someone applying for membership has been a member in the past). We will review your personal data from time to time to establish whether we are still entitled to process it. If we decide that we are not entitled to do so, we will stop processing your personal data except that we will retain your personal data in an archived form in order to be able to comply with future legal obligations and for historical records.

#### Your rights

- 7.1 You have rights under the GDPR:

- (a) to access your personal data
- (b) to be provided with information about how your personal data is processed
- (c) to have your personal data corrected
- (d) to have your personal data erased in certain circumstances
- (e) to object to or restrict how your personal data is processed
- (f) to have your personal data transferred to yourself or to another business in certain circumstances.

- 7.2 You have the right to take any complaints about how we process your personal data to the Information Commissioner:

Information Commissioner's Office,  
Wycliffe House, Water lane, Wilmslow,  
Cheshire SK9 5AF  
<https://ico.org.uk/concerns/>

Helpline 0303 123 1113

For more details, please address any questions, comments and requests regarding our data processing practices to our Data Controller, who can be contacted by Email: [smasiteminder@snapdragonmirage.org.uk](mailto:smasiteminder@snapdragonmirage.org.uk) or [snappie@btinternet.com](mailto:snappie@btinternet.com)

## **SNAPDRAGON, MIRAGE AND INVADER ASSOCIATION RULES**

### **THE ASSOCIATION**

1. The Association shall be known as the Snapdragon, Mirage and Invader Association. The insignia to be a dragon motif for Snapdragon classes and twin or triple peaks for Mirage and Invader classes.

### **OBJECTS OF THE ASSOCIATION**

2. The objects shall be to actively promote the association of Members both ashore and afloat to exchange ideas and stimulate discussion on sailing, design, construction, fittings and equipment of Snapdragon, Mirage and Invader class yachts and to provide when needed without thought of reward or gain, assistance and aid to others of the sailing fraternity and all seafarers.

### **MEMBERSHIP**

3. (a) Membership shall be open to all past and present owners of Snapdragon, Mirage, and Invader class yachts. Membership is also available to other boat owners and social members interested in the activities of the Association (b) All Applicants shall pay a joining fee and one years annual subscription save that if they become Members on or after the 31 January they shall not be liable to pay the subscription until 1 May. All Applicants and Members shall be required to complete and maintain a bankers standing order to provide for payment of the annual subscription. The fees and subscriptions shall be the sums currently payable until varied by a simple majority of those attending a General Meeting when they are on the agenda to be considered. Overseas Members or Applicants who make payment in other than sterling are required to pay 25% extra to cover exchange losses.

(c) The Committee may elect as President and Vice President Members who have given outstanding service or whose achievements have brought credit to the Association. Such members shall not be required to pay the annual subscription fees and shall retain their rights as full Members.

(d) Honorary Members may be elected in General Meeting on recommendation of any full Member of the Association.

(e) Members retiring from the Association should notify the Honorary Secretary of their intentions as early as possible.

4. (a) Other than Honorary Membership there shall be no election required for new Members.

(b) All Members implicitly undertake to comply with the rules. Refusal to do so or display behaviour which, in the opinion of the Committee, is injurious to the Association shall render that individual liable to expulsion, always providing that before taking such action the committee afford the Member every reasonable opportunity to explain his or her conduct.

5. A vote on a resolution to expel a Member shall be by a ballot of the Committee and only enforced if a two thirds majority declare in favour of the resolution.

### **COMMITTEE**

6. The Committee of the Association may comprise the President and shall comprise the Chairperson, Vice Chairperson, Honorary Secretary, Honorary Treasurer, and, in addition, upto seven other members. The Committee shall be elected each year at the Annual General Meeting and hold office until the conclusion of the next AGM. In committee one third of the Committee Members shall form a quorum. All retiring members shall be eligible for re - election. Each Member of the Committee shall have one vote in the case of equality of votes the Chairperson shall have a second and casting vote.

7. Candidates for election shall be Members of the retiring Committee who offer themselves for re-election and any full Member of the Association duly proposed and seconded.

8. If the number of candidates eligible exceeds the available vacancies the election of the Committee shall be by ballot. Should a vacancy occur during the year the Committee may co-opt a member to fill the vacancy until the next Annual General Meeting.

### **MANAGEMENT**

9. The Committee shall conduct the affairs of the Association according to the rules and have due regard to the wishes of Members properly brought to their notice through the Honorary Secretary.

10. It shall be the responsibility of the Honorary Treasurer to manage the Association funds and keep an accurate account of finances. The Honorary Treasurer may allocate to members sums of money to cover expenses arising from organising activities and Association functions while remaining accountable for overall expenditure. Committee and other Members accepting money for running events, printing, etc., shall be wholly responsible for the proper use of the monies allocated and for providing the Honorary Treasurer with an account of total expenditure on completion of the exercise.

11. An Honorary Auditor who need not be a Member of the Association shall be appointed each year at the Annual General Meeting. It shall be the duty of the Auditor to examine the accounts for the current year and complete the audit in time to enable the Honorary Treasurer to prepare a final statement of accounts for presentation at the Annual General Meeting. For this purpose the Association financial year shall close on the last day of September.

12. The subscription year shall commence on the First of May.

### **GENERAL MEETINGS**

13(a) An Annual General Meeting shall be held during January, the date being fixed by the Chairperson in consultation with the Committee. The Honorary Secretary is to ensure Members receive at least ten (10) days notice of an Annual General meeting. At any General Meeting twelve full members shall constitute a quorum.

(b) The Committee may, on giving at least ten (10) days notice, convene a General Meeting of Members for specific business the nature of which shall be stated in the notice calling the meeting, business other than that notified is not permitted to be dealt with at this type of General Meeting of Association Members.

(c) The Committee shall convene an Extraordinary General Meeting on receipt of a written request by not less than twelve Members. The nature of the business to be considered at the Meeting shall be covered fully in the written request sent to the Honorary Secretary.

(d) At any General Meeting of the Association each full Member shall have one vote. Honorary Members may attend and participate in discussion at the Annual General Meeting but shall not be entitled to vote on Association affairs

(e) In the case of an equality of votes the Chairperson shall have a second casting vote.

### **NEW RULES (Including amendments)**

14. Any Member wishing to introduce a new Rule or offer an amendment to the existing Rules is to give notice of intent through the Honorary Secretary (together with full details of the proposal) who shall place the latter before the Committee for consideration at the earliest opportunity. Notice of any amendments or additions to the rules for consideration at the Annual General Meeting should be sent to the Honorary Secretary before the 21 October.

15. The Committee shall make such Rules as are deemed necessary for the effective administration of the Association. New Rules and any amendment to current Rules considered at the Annual General Meeting shall be carried only if a majority of two thirds of those present declare in favour.