



WANA



WITHERLEY & ATTERTON
NEIGHBOURS ASSOCIATION

Privacy Notice

WANA Privacy Notice

Who we are

We are Witherley and Atterton Neighbours Association (WANA) (“we”, “us”, “our”). For data protection purposes, WANA is the **data controller** for the personal information covered by this notice.

Contact us about privacy

Questions about this notice or our use of your information: email hello@wana.org.uk (this also reaches the WANA Chair and Secretary). **Postal address:** Witherley Atterton Neighbours Association t/a WANA, 37 St. Peter’s Avenue, Witherley, Atherstone, CV9 3LN

What this notice covers

This notice explains how we collect, use, store and share personal information when you interact with WANA (for example, joining our mailing list, attending events, responding to consultations/polls, or using our website).

What information we collect

- **Contact details** (for example: name, email address, phone number and/or postal address).
- **Membership/engagement details** (for example: whether you asked to join our mailing list, events you register for or attend, and consultation/poll responses).
- **Website usage information** (for example: pages viewed and interactions on our website, collected via cookies/analytics where enabled).

Where your information comes from

We collect personal information from you when you:

- join our mailing list;
- register for or attend an event;
- respond to a consultation or poll; or
- contact us.

Who we share your information with

We do not sell your personal information. We may share it with:

- **Service providers (processors)** (for example, website hosting/forms, email/bulk email services and IT support). They may only use your information on our instructions.
- **Public bodies** (for example, local or borough councils) **only** in anonymised/aggregated form (for example, sharing consultation summaries).

International transfers

Some service providers may process personal information outside the UK. Where this happens, we use appropriate safeguards (for example, UK adequacy regulations and/or contractual safeguards such as the UK International Data Transfer Agreements and/or the UK Addendum to the EU SCCs).

Website information

When you use our website, we may collect limited usage information via cookies and similar technologies (see “Cookies and analytics” below).

How we use your information (purposes) and our lawful bases

UK GDPR requires a lawful basis to use your personal information. Depending on how you interact with WANA, we use your information for:

- **Send news, updates and invitations** (community communications about events and consultations). **Lawful basis:** *consent* (opt out any time).
- **Administer events** (registration, attendance lists, joining instructions and queries). **Lawful basis:** *legitimate interests* and/or *contract* (where applicable).
- **Manage access needs (if provided)** (for example, accessibility or dietary requirements). This may include **special category data**. **Lawful basis:** *explicit consent* (withdraw any time).
- **Run consultations, polls and engagement** and share outcomes in anonymised/aggregated form where possible. **Lawful basis:** *legitimate interests* and/or *consent* (where you choose to provide details/responses).
- **Improve what we do** (internal reporting and engagement statistics, using anonymous/aggregated data where possible). **Lawful basis:** *legitimate interests*.
- **Respond to messages and requests**. **Lawful basis:** *legitimate interests* and/or *consent* (where appropriate).
- **Meet legal obligations and manage disputes** (including complaints, lawful requests and record-keeping where required). **Lawful basis:** *legal obligation* and/or *legitimate interests*.

Withdrawing consent

Where we rely on consent, you can withdraw it at any time by emailing hello@wana.org.uk. This will not affect processing carried out before you withdrew consent.

How we store your information (security) and how long we keep it (retention)

Security

We store personal information securely and use reasonable technical and organisational measures to protect it.

Retention

We keep personal information only as long as needed for the purposes in this notice. In practice:

- **Mailing list:** until you unsubscribe or ask to be removed; we may periodically remove long-inactive contacts.
- **Event records:** while needed to run the event and handle follow-up, then deleted/anonymised unless required for complaints or legal reasons.
- **Consultation/poll responses:** while needed to analyse and report results, then deleted/anonymised where possible.
- **Enquiries and complaints:** as long as needed to resolve them and keep an appropriate record.

If you ask to be removed, we will delete your information from our active systems (unless we must keep it for legal obligations or legal claims). Some information may remain briefly in backups until overwritten in line with our backup cycles.

Cookies and analytics

Cookies are small text files placed on your device. They help a website function and can help us understand how the site is used.

Analytics

Where enabled, we use analytics cookies (for example, Google Analytics) to understand website usage and improve the site. We will ask for consent before placing non-essential cookies unless an exemption applies. Analytics data is used in aggregate and is not intended to identify you.

Managing cookies

You can manage cookies via your browser settings and (where available) our cookie banner. You can withdraw consent for non-essential cookies at any time. Blocking cookies may affect how the site works.

Links to other websites

Our website may link to other websites. This notice applies only to the WANA website—please read the privacy notice of any site you visit.

Your data protection rights

Under data protection law, your rights include:

- **Access** – request a copy of your personal information.
- **Rectification** – correct inaccurate or incomplete information.
- **Erasure** – delete your personal information in certain circumstances.
- **Restrict processing** – limit how we use your information in certain circumstances.
- **Object** – object to processing in certain circumstances (including direct marketing).
- **Data portability** – receive/transfer the information you provided in certain circumstances.
- **Withdraw consent** – where we rely on consent, withdraw it at any time.

Automated decision-making

We do not use your personal information to make decisions based solely on automated processing (without human involvement), including profiling, that produce legal or similarly significant effects for you.

You do not usually need to pay a fee to exercise your rights. We generally have one month to respond. To make a request, email hello@wana.org.uk.

How to complain

If you have concerns, contact us first at hello@wana.org.uk so we can try to resolve them. You can also complain to the Information Commissioner's Office (ICO).

Children

Our activities and website are not aimed at children, and we do not knowingly collect personal information from children.

Changes to this privacy notice

We may update this notice from time to time. Please check this page occasionally for any updates.

Last updated: May 2026.

ICO address: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF. Helpline: 0303 123 1113. Website: <https://www.ico.org.uk>