

Data Protection Notice

For the administration and governance of The Diocese of Salisbury and within the Church of England, the Diocesan Board of Finance (DBF) (the legal entity) holds data, on an electronic database, about **Clergy, LLMs, LPAs, LWLs, Churchwardens, PCC Secretaries, PCC Treasurers, Electoral Roll Officers, Safeguarding representatives and Deanery Synod Office Holders, as well as Deanery, Diocesan and General Synod Members and members of the main boards and committees.** The data is generally limited to name, address, email address and telephone number, the appointment and its duration and, where appropriate, relevant qualifications and other administrative information. Much of this information is published in the Diocesan Electronic Directory which is password protected and access limited to those people contained within the Directory.

If you are not content that your data is held and used in the way described above you must notify the *Data Protection Officer, Emmaus House, The Avenue, Wilton, Salisbury SP2 0FG* accordingly and in any case within 21 days of receiving this notice so that your data is not included in any processing. Please note that staff at the Information Commissioner's Office have advised that it is wholly reasonable for the DBF to reproduce the names and contact details of all parish officers in the Electronic Diocesan Directory if it is password protected. We would wish, however, to avoid publishing your telephone number if you would wish it to be treated as ex-directory so please advise your PCC Secretary (if you are a parish officer) or parishsupport@salisbury.anglican.org to ensure that your preference can be noted.

Your name and contact details will not be passed on to other organisations. The DBF may very rarely contact you on behalf of an approved organisation if this facilitates the ministry and mission of the Church.

You have the right to apply to the Data Protection Officer to receive a copy of the data held about you.

The full version of the DBF Privacy Notice may be read at: [Privacy Notice – The Diocese of Salisbury](#)

Miriam Longfoot 2026