



FEDERATION OF CATHEDRAL OLD CHORISTERS' ASSOCIATIONS NEWSHEET 21 February 2018

The Executive Committee was due to meet on Saturday 3rd February but, due to unforeseen circumstances, the meeting had to be cancelled and it is hoped to rearrange the meeting for some time in March. This Newsheet, as a result, is briefer than expected and covers the urgent messages that would have come out of the meeting.

2018 ANNUAL GENERAL MEETING

This year's AGM will be held at Chelmsford Cathedral on Saturday 12th May to which member associations are invited to send one or more delegates. Formal notices of the meeting will be sent by the end of March. Items for the agenda should be sent me at secretary@fcoca.org.uk to arrive no later than 17th March. We continue to seek new committee members. Nominations from member associations may be submitted up to the 5th May.

ONCE A CHORISTER

Once again this year, we are planning to publish an on-line edition of the annual magazine, Once a Chorister and will be inviting member associations to submit their articles later in the year. FCOCA Chairman, Alastair Pollard, has generously volunteered to oversee its collation and would welcome any "editorial" articles concerning choral music and associated subjects that may be of interest to FCOCA members.

GENERAL DATA PROTECTION REGULATIONS (GDPR)

We have been asked by a couple of member associations for our views on GDPR and its impact on ex-chorister organisations. It becomes effective from 25th May 2018 and is all about the use and storage of personal data, privacy, business strategy and risks. Primarily to ensure businesses take appropriate care of personal data, it also affects charitable and social organisations such as Old Chorister associations. The main aspect to be aware of is the usage and storage of personal information (such as names, addresses and contact details). There is a lot of information on the internet about GDPR, and several pages directed specifically at GDPR and Charities. Just enter "GDPR and Charities" into Google (or your chosen search engine).

The first question to ask is "do we hold data and, if so, do we intend to continue to hold data?" Some associations have already decided not to hold data but to use the administrative services of their cathedral/college/school etc. These organisations, almost certainly, will have considered the implications of GDPR and have a strategy in place. If you are intending to hold data – and that may be just a list of names and addresses – you will need to appoint a Data Officer (perhaps your organisation's Secretary) and publish and circulate a document to whom the data relates, stating your policy on data – the manner in which it is held, what is held and for what purpose. They must consent to the data being held and know how to opt out in the future. We will be doing exactly this for the Federation and I will be emailing all our association contacts shortly to confirm their agreement to us holding and using such data.

GDPR is not something you can ignore and it will impact the way in which you communicate with your membership in the future. Time is short. The regulations come into force in just over 3 months, so don't delay. It need not be onerous, in fact, the way forward is to keep it simple.

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