

Privacy Policy – January 2024

Sutton Coldfield Christadelphian Ecclesia

Introduction

Sutton Coldfield Christadelphian Ecclesia (SCCE) is committed to protecting your privacy, ensuring all of your personal data is safe and secure, and limiting the amount of information we collect about you to a minimum. This privacy policy outlines how we will use, maintain and disclose data collected from yourselves.

Personal data relates to a living person who can be identified from that information. The processing of personal data in the UK is governed by the General Data Protection Regulation (GDPR) which came into effect on 25 May 2018.

How is your personal data processed?

SCCE complies with its obligations under the GDPR by keeping personal data up to date, by storing and destroying it securely, by not collecting or retaining excessive amounts of data, by protecting personal data from loss, misuse and unauthorised access, and by ensuring that appropriate measures are in place to protect personal data.

Our website

To help make sure we are meeting the needs of our website users we collect information through Google Analytics to monitor how the site is used. Our website may contain links to other websites. SCCE is not responsible for the privacy policies or practises of any third party. Information sent to us through the website will be held securely, viewed only by the relevant persons, and only used in relation to the requested reason.

What personal data details do we collect?

SCCE collects data about its members, such as names, postal addresses, email addresses, telephone numbers, dates of birth, baptism dates and attendance at services. SCCE also collects data about those involved in youth activities organised through SCCE to ensure their safety and wellbeing. Data is also held for financial purposes as required by UK tax law (HMRC) for the processing of Gift Aid mandates

Legal obligations we have with your data

Your personal data is treated confidentially. Data is collected on behalf of its members, former members or other contacts, for purposes relating only to the activities of SCCE. There will be no disclosure of data to persons outside the Christadelphian community without the individual's consent.

How long do we keep your personal data?

Personal data will be kept about individuals while they are members. Attendance lists, along with individuals last known addresses, are kept permanently as part of SCCE archive. Gift Aid declaration information is kept for as long as the law requires us to do so.

Your rights and your personal data

SCCE seeks to fully comply with the EU General Data Protection Regulation (GDPR). Consequently, you have the following rights regarding any data held by SCCE;

- You can request a copy of your personal data held by SCCE and expect a response within one month.
- You can request a correction to any data held about you that is incorrect or out of date.
- You can request the removal of all or part of your personal data at any time. This request will be actioned within 14 days.
- You can lodge a complaint if you believe there is a problem with the way your data is being handled.

Contact details

Any questions should be directed in the first instance to <https://www.suttonchristadelphians.co.uk>