

# THE WHITCHURCH WATERWAY TRUST

[www.whitchurchwaterway.uk](http://www.whitchurchwaterway.uk)

Company No : 02280683 Charity Commission No : 701050



## Privacy Policy

### What data do we hold about you?

If you are a member, the personal data we hold are your name, address, telephone number (if you have supplied it), your email address (if you have supplied it), any Gift Aid Declaration and Bankers Order you have made, details of your subscription payments and (if you have a Family Membership), the number of people in your household. If you rent a mooring from us, or make a stall or boat booking for our annual Boat Rally, we hold your name, address, telephone number (if you have supplied it), your email address (if you have supplied it), and details of your payments.

If you volunteer to participate in Trust activities, we hold your name, address, telephone number (if you have supplied it), and your email address (if you have supplied it).

### What do we do with your data?

We use members' data to administer and account for memberships, communicate news about the Trust, and fulfil our legal obligations, such as notifying members of General Meetings.

We use moorers' data to administer and account for the moorings we let.

We use data given by people who book a stall or boat at our Boat Rally to administer and account for the stall or boat booking.

We use data given by volunteers to inform people of volunteering opportunities and to organise volunteer events.

### Do we share your data?

We do not share your data with anyone unless we are obliged to do so by law or we have received your explicit permission to share it.

### How do we keep your data safe?

Your personal data is held in the UK only by officers appointed by the Trust. Where held on a computer, your data is password protected and accessible only by officers of the Trust who have a need to use it. Where held on backup devices or as hard copy, your data is held in a secure lockable location.

We keep your personal data for as long as is necessary for the purpose(s) for which it was collected, unless otherwise required by law.

### How can you see / correct / ask us to delete your data?

You can ask us to tell you the personal data we hold about you and ask us to correct it by making a request to us. You can also ask for your data to be deleted if we are not required to keep it by law, although this may terminate any contractual arrangement or service you have requested from us.

You can obtain your personal data or request us to correct it or delete it by making a request to :

- (about your membership) [membership@whitchurchwaterway.uk](mailto:membership@whitchurchwaterway.uk)
- (about your mooring) [moorings@whitchurchwaterway.uk](mailto:moorings@whitchurchwaterway.uk)
- (about your stall and/or boat booking at the Boat Rally) [rally@whitchurchwaterway.uk](mailto:rally@whitchurchwaterway.uk)
- (about volunteering) [volunteering@whitchurchwaterway.uk](mailto:volunteering@whitchurchwaterway.uk)

If you cannot / do not wish to use email, you can phone us on 07597 005312 or write to us at :  
The Whitchurch Waterway Trust, 25 Smallbrook Road, Whitchurch, Shropshire, SY13 1BT

### What is our legal basis for processing your data?

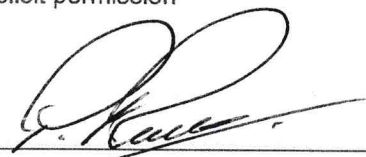
We use your personal data as necessary to :

- 1) Administer and account for any arrangement or service you have requested of us ie membership (which includes sending you news about the Trust), moorings, stall or boat bookings at the Boat Rally, or volunteering
- 2) Comply with our legal obligations such as notifying members of General Meetings
- 3) Carry out any purpose for which you have given your explicit permission

### Cookies

Our website does not use cookies.

Policy Approved By Committee on (Date)  
Signed by Chair of the Committee Meeting  
Print Name

  
22/05/2018.  
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