



Friends of St. Thomas' Church, Northlew

Registered Charity No. 1070123

Trustees & Members Privacy Policy

The Friends of St Thomas' Church, Northlew have a strict privacy policy, applying to all information collected by our Charity. In this document you will find:

- [What information we collect, use, and why](#)
- [Lawful bases and data protection rights](#)
- [Where we get personal information from](#)
- [Contact details](#)
- [How to complain](#)

FOST Contact details:

Post: FOST Secretary, Howards Gorhuish, Northlew, Devon, EX20 3BT

Email: email@fostnorthlew.org

Via the Contact Page on the website www.fostnorthlew.org

What information we collect, use, and why:

We collect or use the following information that has voluntarily been given to **receive donations or funding and organise fundraising activities, as well as sending Members regular newsletters and updates.**

We do not knowingly collect the personal data of any individuals under the age of 18 years old in any jurisdiction. If such information is collected and discovered, it will be completely

deleted from our records. Any personal data or information, including email address, will never be sold, rented, lent or given to any third party for any reason, with the exception of being legally compelled to when required by law. We will not contact you unless you have specifically requested information from us. We dislike spam, junk mail, popup ads and the like just as much as you do. All newsletters that are sent by The Friends of St. Thomas' Church, Northlew can be unsubscribed at any time:

- Names and contact details
- Addresses
- Payment or banking details
- Donation history
- Tax payer information (for Gift Aid purposes)

We collect or use the following personal information to **comply with legal requirements**:

- Name
- Contact information
- Financial transaction information

Donations made through CAF Donate are also subject to CAF's privacy policy www.cafonline.org/privacy .

Lawful bases and data protection rights

Under UK data protection law, we must have a "lawful basis" for collecting and using your personal information. There is a list of possible lawful bases in the UK GDPR. You can find out more about lawful bases on the ICO's website.

Which lawful basis we rely on may affect your data protection rights which are in brief set out below. You can find out more about your data protection rights and the exemptions which may apply on the ICO's website:

- **Your right of access** - You have the right to ask us for copies of your personal information. You can request other information such as details about where we get personal information from and who we share personal information with. There are some exemptions which means you may not receive all the information you ask for.

- **Your right to rectification** - You have the right to ask us to correct or delete personal information you think is inaccurate or incomplete. .
- **Your right to erasure** - You have the right to ask us to delete your personal information.
- **Your right to restriction of processing** - You have the right to ask us to limit how we can use your personal information.
- **Your right to object to processing** - You have the right to object to the processing of your personal data.
- **Your right to data portability** - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you.
- **Your right to withdraw consent** – When we use consent as our lawful basis you have the right to withdraw your consent at any time.

If you make a request, we must respond to you without undue delay and in any event within one month.

To make a data protection rights request, please contact us using the contact form on the website www.fostnorthlew.org.

Our lawful bases for the collection and use of your data

Our lawful bases for collecting or using personal information to **receive donations or funding and organise fundraising activities** are:

- **Consent** - we have permission from you after we gave you all the relevant information. All of your data protection rights may apply, except the right to object. To be clear, you do have the right to withdraw your consent at any time.
- **Contract** – we have to collect or use the information so we can enter into or carry out a contract with you. All of your data protection rights may apply except the right to object.
- **Legal obligation** – we have to collect or use your information so we can comply with the law. All of your data protection rights may apply, except the right to erasure, the right to object and the right to data portability.
- **Legitimate interests** – we’re collecting or using your information because it benefits you, our organisation or someone else, without causing an undue risk of harm to anyone. All of your data protection rights may apply, except the right to portability. Our legitimate interests are:

- Our aim is to accumulate funds well before there is a need for serious repairs to St Thomas' Church, Northlew, in order to avoid sudden, large-scale fund raising. We hold these funds exclusively for work on our church, in contrast with funds that the parish raises generally for the church, which pay for the day-to-day running costs and clergy stipends.

Our lawful bases for collecting or using personal information to **comply with legal requirements** are:

- Consent - we have permission from you after we gave you all the relevant information. All of your data protection rights may apply, except the right to object. To be clear, you do have the right to withdraw your consent at any time.
- Contract – we have to collect or use the information so we can enter into or carry out a contract with you. All of your data protection rights may apply except the right to object.
- Legal obligation – we have to collect or use your information so we can comply with the law. All of your data protection rights may apply, except the right to erasure, the right to object and the right to data portability.
- Legitimate interests – we're collecting or using your information because it benefits you, our organisation or someone else, without causing an undue risk of harm to anyone. All of your data protection rights may apply, except the right to portability. Our legitimate interests are:

- Our aim is to accumulate funds well before there is a need for serious repairs to our church, in order to avoid sudden, large-scale fund raising. We hold these funds exclusively for work on our church, in contrast with funds that the parish raises generally for the church, which pay for the day-to-day running costs and clergy stipends.

Where we get personal information from:

- Directly from you
- Family members or carers
- Via CAF Donate

How long we keep information:

For as long as you wish to remain a Trustee or subscribe as a Member of the Friends of St. Thomas's Church, Northlew.

Others we share personal information with:

- Organisations we are legally obliged to share personal information with i.e. HMRC.

How to complain:

If you have any concerns about our use of your personal data, you can make a complaint to us using the contact form on the website www.fostnorthlew.org.

If you remain unhappy with how we've used your data after raising a complaint with us, you can also complain to the ICO.

The ICO's address:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Helpline number: 0303 123 1113

Website: <https://www.ico.org.uk/make-a-complaint>

Updates to this Statement:

This privacy policy may be updated from time to time as necessary to comply with UK privacy laws. Please do not hesitate to contact the Secretary if you have any questions about this privacy policy, how The Friends of St Thomas' Church Northlew treats your personal data or should you wish to change your personal information.

Last updated

2 February 2025