

Privacy Statement

Preservation of your privacy is important to the Winterbourne Medieval Barn Trust and we are committed to letting you know how we use your personal information and to making only responsible use of your data. Here you will find information on how we treat data that we collect from visitors to our website or when someone registers as a member, volunteer or supporter.

References to “we”, “us”, or “our” in this Privacy Policy are references to the Winterbourne Medieval Barn Trust, a company limited by guarantee registered in England and Wales, registered company number: 04797256; and a charity registered in England and Wales, registered charity number: 1122908.

1. Information about you

1.1 We will collect personal information from you when you or your organisation enquire about our activities, register as a member with us or attend one of our events. This may include your name, title, email address, physical address, telephone numbers and job title. We may also ask for some additional, non-personal information. We do not share our information with third parties.

1.2 When someone visits our website we use a third party service to collect log standard internet log information and details of visitor behaviour patterns. This information is processed in a way that does not identify anyone. We do not make, and do not allow the third party to make any attempt to find out the identities of those visiting our website.

2. Our use of this information

2.1 Your personal information may be used to provide you with information relating to our activities and events, and other developments which we think you may be interested in. It may also be used to process any donations we receive from you and to ask you to help us raise or donate money to our charity, but only in accordance with your stated preferences.

3. Security

3.1 We will take reasonable precautions to prevent the loss, misuse or alteration of information you give us.

3.2 Communications in connection with our activities will normally be sent by e-mail. Whilst we endeavour to keep our systems and communications protected against viruses and other harmful effects we cannot bear responsibility for all communications being virus-free.

4. Cookies

4.1 If cookies are used they will only be used to assist the purposes set out in this privacy policy, but cookies will not be used if we do not consider them to be necessary

5. Links to Other Web Sites

5.1 This privacy statement does not cover any links within our website to other websites. If you have any questions on how a site uses your information, you will need to check that site's privacy statement

6. Storage of Information

6.1 We will keep your information for as long as required to enable us to carry out our activities but we will not keep your information for any longer than is necessary. We will take into consideration our legal obligations and tax and accounting rules when determining how long we should retain your information. When it is no longer needed your data will be securely disposed of, at the appropriate time

7. Legitimate Interests

7.1 There are a number of lawful reasons that mean that we can use your personal information. One lawful reason is "legitimate interests". This is considered appropriate if:

- The processing is not required by law, but is of a clear benefit
- There is limited privacy impact on the individual
- The individual should reasonably expect us to use their data in that way

Legitimate Interest is the basis that we will use for processing of data. Obviously you have the right to "opt out" if you no longer wish to receive communications from us – see 8.1.

8. Other information

8.1 If you would like us to correct or update any information, or if you would like information deleted from our records, then please email us at wmbtrust@gmail.com. You have rights to:

- Request a copy of the information we hold about you
- Update or amend the information we hold about you if it is wrong
- Change your communication preferences at any time
- Ask us to remove your personal information from our records
- Raise a concern or complaint about the way in which your information is being used

You also have a right to complain to the Information Commissioner (www.ico.org.uk) if you feel that there is a problem with the way we are handling your data

8.2 This privacy policy may be updated from time to time, so please check it periodically. This version was produced on 19 May,2018