



Stowmarket Concert Band

Founded in 1962

Registered Charity No: 290209

GDPR Privacy Statement for community/public: Your personal details

We need to collect and store some of your details, for example your name and email address, so that we can keep relationships with community members and organisations.

What data do we collect from members of the community/public?

We may need to collect some of the following types of data from members of the public/community (we don't collect *all* of this data on *all* persons – and we only collect it if it's needed):

- Name
- Email address
- Postal address
- Phone numbers

We check what data we have every year and remove it if we no longer need it. If our need for the data ends (for example if you are no longer involved in the community group we need to contact), we'll make sure we stop using it, and/or delete, any data we don't need to keep.

What do we use the data for?

Any of the information listed above might be needed to manage band bookings made by you or your organisation, or to organise and run events and activities. We won't use this data for anything else unless you give us your active consent for that additional use. This information will be monitored by our Data Protection Officer.

Do we share your data with anyone else?

We will never give your data to third parties for that third party to use.

What can you ask us to do?

At any time you can ask to view, update or correct any data we hold on you. You can also ask that we stop using your data or that we erase it, although without this information we will be unable to continue in our usual relationship when organising events. To request any of these steps to be taken, please contact the named Trustee in charge of Data Protection who will respond within one month.

I've got a question– who should I speak to?

Please contact the Trustee in charge of Data Protection, who will respond within one month. This is Polly Sinclair, email: mydata@stowmarketconcertband.org.uk