

Stathern Community Benefit Society

Privacy Notice

Update Schedule

<u>Version</u>	<u>Approval Date</u>	<u>Description/Reason for Revision</u>
Version 1	15 March 2023	Approved and adopted by the Management Committee

Registered with The Financial Conduct Authority under the Co-operative and Community Benefit Societies Act 2014 as a Benefit Society.
Registration Number: 8751



STATHERN COMMUNITY BENEFIT SOCIETY LIMITED

STATHERN COMMUNITY BENEFIT SOCIETY LIMITED (“THE SOCIETY”) PRIVACY NOTICE

This is Stathern Community Benefit Society Limited’s “The Society” (“SCBS”) Privacy Notice.

We respect your privacy and are committed to protecting your personal data. This privacy notice tells you how we hold and process the data that you provide to us when becoming a member of The Society.

What personal data does the Society collect and hold and how is it stored?

The data we routinely collect includes members’ names, addresses, telephone numbers, email addresses, and dates of birth. We collect this data directly from our members when they subscribe to shares in the Society. We also hold details of the number of shares held by each member.

Where a member is subscribing on behalf of a minor, we collect details of the minor’s name and date of birth. Where a member has requested that interest be paid directly into their bank account, the required bank account details are collected.

The information is stored in digital form on computers and in the form of written documents. Secure password protected files are used for the purpose of storing documents in digital form and written documents are held by Management Committee members.

What is this personal data used for and who has access to it?

Members’ information is retained and used for the administration of membership, to enable the Society to fulfil its legal and regulatory obligations as a Community Benefit Society, and for the communication of information about the Society and any events it supports. Direct communication with members is primarily via email.

Members of the Management Committee have access to members’ data in order for them to carry out their respective roles on that committee.

How can you check what data we have about you?

If you wish to see details of the data we hold for you as a member, please contact redlioncommunitygroup@gmail.com with your request. This contact address should also be used to provide updated details, or to request that any erroneous data be corrected.

Data collected via our website.

Members and the general public can contact us via our Contact page on our website or directly via email to redlioncommunitygroup@gmail.com. Any personal information received via these methods will be retained as a record of the communication and will be deleted from our records if requested to do so by the correspondent.