ST MARY STOKE

Life-changing FAITH | Renewed HOPE | Committed LOVE

WEBSITE PRIVACY NOTICE & COOKIE POLICY

For visitors to the St Mary Stoke website

Who We Are

This notice explains how St Mary Stoke PCC ("we", "us") collects and uses personal data when you visit our website, and how we use cookies. We are the Data Controller for this data. If you have any questions, please contact us using the details at the end of this notice.

What Personal Data We Collect

We may collect personal data when you:

- Use a contact form or email us through the website;
- Make a hall booking enquiry;
- Sign up to a newsletter or mailing list;
- Make a donation online;
- Browse the site, through the use of cookies and similar technologies (see below).

This may include your name, email address, phone number, and the content of any message you send us. If you make a donation, payment details are processed securely by our payment provider and are not stored by us.

How We Use Your Data

We use the personal data you provide through the website to:

- respond to your enquiry or message;
- process a hall booking request;
- send you the newsletter or updates you have signed up for;
- process a donation and, where applicable, claim Gift Aid;
- understand how our website is used, so we can improve it.

Legal Basis for Processing

We rely on your consent (for example, when you sign up to a newsletter or accept non-essential cookies), on taking steps at your request before entering into an agreement (for example, a hall booking enquiry), and on our legitimate interests as a charity in responding to enquiries and understanding use of our website.

Cookies

Cookies are small text files placed on your device when you visit a website. We use the following types of cookies:

- Essential cookies – required for the website to function correctly (for example, remembering your cookie preferences). These cannot be switched off.
- Analytics cookies – help us understand how visitors use the site, so we can improve it. These are only set with your consent.
- Third-party embedded content – our site may include embedded content (for example, a YouTube video or a map), which may set its own cookies in line with that provider's own policy.

You can manage or withdraw your consent to non-essential cookies at any time through the cookie settings on our website, or through your browser settings. Blocking some cookies may affect how the website functions.

Sharing Your Data

We do not sell your personal data. We may share it with trusted third-party providers who help us run our website and services on our behalf (for example, our hall booking system, email newsletter provider, or website hosting provider), who are only permitted to use it for that purpose.

How Long We Keep Your Data

We keep website enquiry data in line with our Data Retention & Disposal Policy – generally no longer than 2 years for a routine enquiry, unless it forms part of an ongoing matter (for example, a hall booking). You can unsubscribe from our newsletter at any time; your details will then be removed from that mailing list.

Your Rights

You have the right to ask for a copy of the personal data we hold about you, to have it corrected if inaccurate, to have it erased where it is no longer needed, to withdraw consent at any time, and to object to certain processing. You also have the right to lodge a complaint with the Information Commissioner's Office (ICO) at ico.org.uk.

Contact Us

- Email: bookings@stmarystoke.co.uk
- Address: St Mary Stoke, Stoke Street, Ipswich, Suffolk, IP2 8DA

Changes to This Notice

We may update this notice from time to time; the current version will always be available on our website. This notice was last reviewed by the PCC on the date shown below.

Review

This notice will be reviewed annually by the PCC.

Prepared for St Mary Stoke PCC. This notice is intended for publication on the church website, alongside the internal Data Privacy Notice.