

Somerset Community Food - Privacy / GDPR statement

We process / collect personal data for these purposes:

- 1) If you make an enquiry about courses or services we offer (by e-mail or phone message), or ask for associated community food information.
- 2) If you subscribe to our 'Incredible Edible Newsletter' through our website / Mailchimp or become a member of our Incredible Edible Somerset website
- 3) If you attend one of our courses or events we may collect brief information for communication purposes and on behalf of our funders
- 4) We collate information on community food projects across Somerset which we map on our website and will include on our website projects listings page
- 5) If you apply for a Somerset Community Food grant

What information is being collected?

Your name and e-mail address and in some cases a phone number / address or postcode if it has been provided.

Food project details – name of project, contact details, website, summary of activities

If you attend one of our courses / training we may also ask for demographic details e.g gender, age range, postcode area

Who is collecting it? How is it collected?

- 1) Our administrative staff open and store your information and e-mail enquiries securely online / deal with website data
- 2) Our Incredible Edible Somerset site is hosted by Ning and our newsletter mailing list is hosted by MailChimp. Both have a secure system which meets the new GDPR.

How will it be used? Who will it be shared with?

We will always ask your permission before we share your information. We will only share your enquiry data if relevant to your initial enquiry and we will ask for your permission before sending it on to any relevant parties.

For example, if you have enquired about a cooking or growing course, we may pass it on to one of our tutors or partners, with your permission.

Information on community food projects will remain on our website ongoing, you can request for it to be removed at any time (contact info@somersetcommunityfood.org.uk).

We may share your good news stories on our website and in our newsletter, always with your consent.

How long will data be retained?

- 1) We will hold your enquiry data for up to 2 years or until we believe your enquiry has been dealt with, it will then be permanently deleted.
- 2) Your details will remain on our MailChimp list / Incredible Edible Somerset site / Somerset Community Food website until you unsubscribe or choose to remove your details (contact info@somersetcommunityfood.org.uk).