

Surrey Churches Preservation Trust (SCPT)
Privacy Policy for Ride & Stride Participants
1 May 2026

Introduction

The Surrey Churches Preservation Trust (SCPT) is committed to protecting your personal information and being transparent about how we use it. This Privacy Policy explains how we collect and use personal data when you take part in our Ride & Stride event.

The personal information we collect

We collect and hold information necessary to administer the event and process donations, including:

- Name and contact details (postal address)
 - Church or organisation details
 - Amounts donated
 - Gift Aid status
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How we use your information

We use your personal data to:

- Administer the Ride & Stride event
 - Process and record donations
 - Reclaim Gift Aid on eligible donations from HMRC
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Lawful basis for processing

We process your personal data under:

- **Legal obligation** – to comply with HMRC requirements for Gift Aid claims
 - **Legitimate interests** – to administer the Ride & Stride event and associated fundraising activities
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Data sharing

We do not share your personal data with external third parties except where required by law (for example, HMRC in relation to Gift Aid claims).

Data retention

We retain your personal data for **six years** after the event.

This is to comply with statutory and HMRC record-keeping requirements.

Security

We take reasonable and appropriate measures to protect your personal data from unauthorised access, loss, misuse, or disclosure.

Your rights

Under UK data protection law, you have the right to:

- Request access to your personal data (Subject Access Request)
- Request correction of inaccurate or incomplete data
- Request erasure of your data (where applicable)
- Request restriction of processing
- Object to processing based on legitimate interests

Please note that some rights may be limited where data must be retained for legal or regulatory purposes (for example, Gift Aid records).

To exercise your rights, please contact us using the details below.

Changes to this Privacy Policy

We may update this Privacy Policy from time to time to reflect legal or operational changes. Where significant changes affect how your data is used, we will notify you where appropriate.

Contact details

Surrey Churches Preservation Trust is the data controller for your personal data.

For any queries, concerns, or to make a Subject Access Request, please contact:

Secretary – Surrey Churches Preservation Trust

Richard Morris

11 Martindale Close

Guildford

GU4 7EL

Phone: 07454 364015

Email: shac202@yahoo.com

Complaints

If you are not satisfied with how we handle your data, you have the right to lodge a complaint with the Information Commissioner's Office (ICO):

<https://www.ico.org.uk>