

Privacy Policy

1. PURPOSE

The purpose of this privacy policy is to provide you with details of how Berwick Music Society will collect, store and use the personal data you supply to it, in order to comply with the principles of General Data Protection Regulation (GDPR). Personal data is information which relates to identifiable living individuals. We will act in accordance with current legislation and meet current best practice, with regard to the processing of personal data

2. COLLECTION OF PERSONAL DATA

Berwick Music Society collects certain personal data on people who:

- Visit our website <https://berwickmusic.org/>
- Purchase a ticket online
- Subscribe (become a season ticket holder)
- Join our mailing list

This data may comprise of your name, address, email address, telephone number and information of event booked. This information may be held on paper or electronically on trustee or volunteer home computers. Berwick Music Society will follow procedures to ensure that all trustees and volunteers who have access to any personal data held by Berwick Music Society are fully aware of their duties under the GDPR.

3. USE OF PERSONAL DATA

Berwick Music Society will only use your data for the purposes for which it is provided or for purposes to which you have consented. We do not allow third parties to use the data we collect for any other purpose.

3.1 VISITORS TO OUR WEBSITE

When someone visits our website, <https://berwickmusic.org/>, we collect standard internet log information and details of visitor behaviour patterns. We do this to find out information such as the number of visitors to the various parts of the site. This information is only processed in a way which does not identify anyone and we do not make any attempt to find out the identities of those visiting our website.

3.2 TICKET DATA

When you purchase a ticket (or tickets) for our concerts or events online, we use a third-party payment processing service, Stripe, to handle card payments made via our website. For more information on how Stripe uses your personal data, please see [Stripe's Privacy Policy](#). When you purchase a ticket using PayPal, please see [PayPal Privacy Statement](#).

3.3 SUBSCRIPTIONS AND MAILING LISTS

As part of the application process for becoming a subscriber (season ticket holder) of Berwick Music Society, or to join our mailing list, we collect certain personal information. We do not share personal information with other organisations. We may process your personal information for our legitimate interests (see 'Legitimate Interests' section below).

We use a third-party e-mail marketing service, MailChimp (a subsidiary of Intuit Inc.), to deliver our e-newsletters. We gather statistics around email opening and clicks using industry standard technologies to help us monitor and improve our e-newsletter. For more information, please see [Intuit's Global Privacy Statement](#).

You can unsubscribe from general e-mailings at any time by clicking the 'unsubscribe' link at the bottom of any of our emails or by emailing info@berwickmusic.org. You can ask to be removed from our distribution list for paper copies of newsletters, season brochures etc either by emailing as above, or by writing to any member of the Berwick Music Society.

4. LEGITIMATE INTERESTS

"Legitimate interests" means the interests of Berwick Music Society in conducting and managing the organisation and achieving its Charitable Objects. We use your personal information:

- to send out newsletters containing information about the Society, our concerts and other musical events in the Berwick upon Tweed area, and
- to distribute information about forthcoming concert seasons and to invite subscription application or renewal.

Our legitimate interests do not automatically override your personal rights and interests; we will not use your personal data for activities where our interests are overridden by the impact on you (unless we have your consent or are otherwise required or permitted to by law). If you have any concerns, you have the right to object to processing that is based on our legitimate interests.

5. CONSENT TO HOLD YOUR PERSONAL DATA

With effect from 1 July 2024, Berwick Music Society will only hold your personal data

- (i) if you have given your express consent, or
- (ii) you book one or more of our events online, or
- (iii) if you apply to join our mailing list, or
- (iv) you make a postal booking and supply your email address.

6. ACCESS TO, AND DELETION OF YOUR PERSONAL DATA

You are entitled to view, amend, or delete the personal information that we hold about you. Email your request to info@berwickmusic.org.

7. YOUR PRIVACY AND PHOTOGRAPHS

We use photographs of Berwick Music Society events as a useful marketing tool and record of concerts. If used for publicity purposes, we will never identify a member of the audience by name. Should you wish a photograph to be removed from our website or social media accounts simply email us at info@berwickmusic.org.

8. PRIVACY POLICY REVIEW

We keep our privacy policy under regular review and will place any updates on this webpage. This privacy policy was last reviewed by the Trustees on 6 September 2024.

9. LINKS TO OTHER WEBSITES

Our website may, from time to time, contain links to and from the other websites. If you follow a link to any of these websites, please note that they have their own privacy policies and that we do not accept any responsibility or liability for them. Please check those policies before you submit any personal data to those websites.

Please contact us (as above) if you have any questions about our privacy policy.

This policy was adopted at a meeting of the Board of Trustees of Berwick Music Society on 6 September 2024.



Dr Michael Worboys
Chair, Berwick Music Society