



# Newport Pagnell Historical Society

Registered Charity No 801897

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## **NPHS Data Protection statement, privacy statement, and associated policies**

### **The NPHS website**

The Newport Pagnell Historical Society (NPHS) is a charitable organisation run by volunteers with an interest in local history, for the benefit of those who live in or locally to the town of Newport Pagnell, Buckinghamshire, UK.

NPHS uses WordPress to design and administer its website. Therefore, general information about the WordPress platform can be found at <https://en-gb.wordpress.org/about/privacy/> Essentially WordPress collects very little information, mostly to inform the NPHS Committee website administrators of aggregated page views etc.

### **Data protection**

#### **Your acceptance of this policy, and our right to change it**

By using our websites, social media pages, or providing your information, you consent to our collection and use of the information you provide in the way(s) set out in this policy. If you do not agree to this policy please do not use our sites, social media pages or services.

We may make changes to this policy from time to time. If we do so, we will post the changes on this page of the Association's website and they will apply from the time we post them.

#### **What is personal data?**

Personal data is information that can be used to help identify an individual, such as name, address, phone number or email address.

#### **The policy in brief:**

It's important that you read the full policy to understand what information we hold, how we may use it, and what your rights are – but if you don't have time to read it all now, here's a quick summary:

- We collect information that is either personal data (as outlined above) or non-personal data (such as IP addresses, pages accessed etc.)



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- We collect information about the people associated with NPHS – its members, supporters, users, and volunteers (there are no employees).
  - We collect information, in order to communicate better (e.g. newsletters), to fundraise, to provide improved services or goods, and for administration.
  - We only collect the information that we need or that would be useful to us in our quest to provide the best possible service.
  - We do our very best to keep personal information secure, wherever we collect personal data online or via hard copy. We do not retain such information any longer than is necessary – we therefore assume that in most cases, such data is therefore retained no longer than six months before destruction.
  - We never sell your data and we will never share it with another organisation for marketing or other outside commercial purpose.
  - We only share data where we are required by law as instructed.
  - We only keep your data as long as necessary and then dispose of it safely.
  - Our websites use cookies – for more information check our ‘Cookie policy’ later in this document.

## **NPHS membership**

Please note that the museum is free to everyone who visits. Evening talks and other events (e.g. walks) are similarly open to all, but may incur a small charge to attend. NPHS members enjoy a discount on any event that costs money, as well as a warm glow that they are supporting their community.

- Membership is renewed annually. Members can join (or rejoin) at any time. If so, thank you for your support – we hope that you find the museum and NPHS events interesting, entertaining, and excellent value.
- If you supply an email address when signing up to become a member, we will email you newsletters to keep you up to date with events. These newsletters may be monthly or quarterly.
- We may keep inactive members on our records for up to six months. After which time we will permanently remove such details.
- If you are a member, on request, we will provide access to your data (and only your data) so that you can check that it is correct.



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- You can withdraw your consent/cancel your membership at any time, and all your data will be safely disposed of as soon as possible.

## Cookie policy

This site uses cookies – small text files that are placed on your machine to help the site provide a better user experience. In general, cookies are used to retain user preferences, store information for things like shopping carts, and provide anonymised tracking data to third party applications like Google Analytics. As a rule, cookies will make your browsing experience better. However, you may prefer to disable cookies on this site and on others. The most effective way to do this is to disable cookies in your browser. We suggest consulting the Help section of your browser or taking a look at the About Cookies (<http://www.aboutcookies.org/>) website which offers guidance for all modern browsers.

## Any concerns?

If you have any concerns or suggestions about the NPHS website, please use the contact form to get in touch with us. This is available from the 'Contact Us' page at <https://www.mkheritage.org.uk/nphs/contact-us/>

NPHS Committee,  
September 2020.

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