

# St Anthony's Trust Limited

	Information We May Process	Source	Why We Process It	Lawful Basis	Who May We Share It With	How Long It's Kept
<b>Donors</b>	Titles, names, surnames, and contact details, including email addresses, phone numbers, and postal addresses.	The individuals or organisations they are involved with (such as Nowdonate or other fundraising platforms).	UK legal requirement to keep records of donations. We express our gratitude by writing to all donors.	Legal obligation and Legitimate interest	We will share the donor's personal data with HRMC when claiming GiftAid. Should due diligence checks reveal any indications of criminal activities, money laundering, terrorism, or other unlawful conduct, we will decline the donation and report the matter to the police, HMRC, Charity Commission, or other relevant authorities.	Six years.
<b>Residents Living on the Farms.</b>	Names, surnames, and rental start and end dates.	Our leaseholders	As part of a breakdown of assets and occupation, a tool to efficiently instruct a formal valuation of the market rent and for us to better understand what is happening on our leased lands.	Legitimate interest	We may share this information with our leaseholders and third-party organisations.	indefinite time
<b>Neighbours</b>	Titles, names, surnames, and contact details, including email addresses, phone numbers, postal addresses, title deeds (on occasion)	The individuals, our advisors, organisations they are involved with or public information held by the Land Registry.	To ensure proper and responsible land management. We need to contact you regarding various matters, such as issues pertaining to the leases we manage, collaborative projects, maintenance work, land-related problems, etc. We may need to review title deeds, particularly when it is necessary to ascertain our responsibilities, boundary maintenance, shared assets, etc.	Legitimate interest	Trusted advisors and contractors when it is required to carry out our duties as landlords effectively.	indefinite time
<b>Applicants</b>	Titles, names and surnames, contact details, including email addresses, phone numbers, postal addresses, CVs, and demographic	The individuals, organisations they are involved with (such as recruiting agencies), search engines and online job platforms.	Candidate selection and interview coordination.	Contract and Legitimate Interest	Our trustees will read and share the information in the candidate selection process	six months after a job vacancy has been filled in

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	information, such as date of birth, occupation, postcode, preferences, interests, and employment status.					case the vacancy becomes available again.
<b>volunteers</b>	Titles, names and surnames, contact details, including email addresses, phone numbers, postal addresses, CVs, and demographic information, such as date of birth, occupation, postcode, preferences, interests, and employment status.	The individuals, organisations they are involved with (such as recruiting agencies), search engines and online job platforms.	To prepare contracts, establish task agreements and define our responsibilities towards these individuals/their companies. Smooth execution of contractual agreements and fosters effective communication.	Contract and Legitimate Interest	Our trustees will read and share the information in the candidate selection process. We may share the information with advisors.	Six months / indefinite time
<b>Contractors</b>	Title, names and surnames, and contact details, including email addresses, phone numbers, and postal addresses.	Companies we work with will share with us personal details of the employees we interact with, or the employees will share the information themselves (individuals, organisations they are involved with) and search engines.	To prepare contracts, establish task agreements and define our responsibilities towards these individuals/their companies. Smooth execution of contractual agreements and fosters effective communication.	Contract and Legitimate Interest	Our advisors, leaseholders, neighbours or residents,	indefinite time
<b>Leaseholders</b>	Title, names and surnames, contact details, including email addresses, phone numbers, postal addresses	Individuals, companies they work with	To prepare contracts, establish task agreements and define our responsibilities towards these individuals/their companies. Smooth execution of contractual agreements and fosters effective communication with those involved	Contract and Legitimate Interest	Our advisors, neighbours, The Charity Commission, our protector member (the BDAC)	indefinite time
<b>Trustees</b>	Titles, names and surnames, Contact details, including email addresses, phone numbers, and postal addresses, CVs, demographic	Individuals and organisations that hold public records (Companies House).	UK legal requirements, charity Commission, and some essential tasks for the charity's operations.	Legal obligation	The Charity Commission and the Companies House to register our Trustees/Directors, other entities, such as banks, ICO, leaseholders, HMRC, advisors, the BDAC, our	indefinite time

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	information (date of birth, occupation, postcode).				leaseholders, neighbours and residents.	
<b>Trustee Applicants</b>	Titles, names and surnames, Contact details, including email addresses, phone numbers, postal addresses, CVs, demographic information (date of birth, occupation, postcode), details of any bankruptcy, director eligibility through the Companies House website	Individuals and organisations that hold public records (Companies House)	Candidate selection and interview coordination.	Contract and Legitimate Interest	Our trustees will read and share the information in the candidate selection process. We may share the information with advisors.	Six months unless they become trustees

Charity number 264626 | Registered in England and Wales | Company number 14558593 | Registered office: Manningtons, Chartered Accountants, 39 High Street, Battle TN33 0EE 01424 774447

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