

Privacy & Cookies Notice

Last updated: October 2026

Delamere Spartans takes the privacy of its members seriously. This notice explains what personal information we collect, why we use it, who can see it, who we may share it with and how long we keep it.

It applies to information collected through our website, membership administration, club activities and the online services we use to communicate with members.

1. Who is responsible for your information?

Delamere Spartans is responsible for the personal information described in this notice.

Data Protection Contact: James Hack

Email: delamerespartanstr@gmail.com

If you have any questions about how we use your information, or would like to exercise any of your data protection rights, please contact James using the email address above. We do not appoint a formal statutory Data Protection Officer.

2. What information do we collect?

The information we hold depends on how you use the club and its website. For members, this may include:

- your name;
- email address and mobile number;
- house name or number, address, town, county and postcode;
- date of birth and gender;
- membership start and expiry dates;
- England Athletics membership information;
- your club role;
- your profile photograph and other photographs you choose to provide;
- a biography or other information you add to your profile;
- running-related information, including confirmation that you meet the club's normal running requirements;
- interests or attributes that you choose to add to your profile;
- notification and communication preferences;
- the name and mobile number of an emergency contact;
- whether you have chosen to make your own email address or mobile number visible to other members;
- information about payments made to the club;
- your website account information and activity;
- articles, comments, routes, race information and other material you contribute to the club website.

Our website may also record technical information such as your IP address, browser information, login activity, dates and times of access and information required to keep the website secure and working properly.

3. Why do we use this information?

We use personal information where it is reasonably necessary to run the club. This includes:

- administering memberships and renewals;
- giving members access to appropriate parts of the website;
- organising club runs and activities;
- maintaining emergency contact information;
- communicating with members;
- administering England Athletics membership where applicable;
- processing membership and other payments;
- managing club roles and permissions;
- maintaining member profiles;
- publishing and maintaining club articles, race reports, routes, comments and other contributions;
- maintaining club records and history;
- protecting the website and its users from abuse, fraud and security problems;
- meeting accounting, legal and regulatory requirements.

We do not sell members' personal information or provide it to other organisations for unrelated marketing.

4. Our legal reasons for using your information

UK data protection law requires us to have a lawful reason for processing personal information. The main reasons we rely on are:

Membership and our relationship with you

Administering your membership, processing your subscription and providing member services.

Legitimate interests

Running the club, maintaining the website, keeping appropriate historical records, administering lapsed accounts and protecting the website.

Legal obligations

Keeping financial or other records where the law requires us to do so.

Your consent or choice

Where we specifically ask for permission, or where you choose to make information visible or participate in an optional service.

Where we rely on your consent, you can withdraw it.

Not every optional setting on the website is necessarily based on the formal legal basis of consent. For example, choosing to display your telephone number to other members is simply a choice you can change at any time.

5. Member profiles

Members have a website account containing information used to administer their membership and participation in the club. Some profile information is private and is available only to club administrators where required.

Members can also choose to make their email address and/or mobile telephone number visible on their profile. Where a member chooses to do this, those contact details are visible to other paid-up members, not to the general public.

You can change these settings through your profile or ask us to change them for you.

6. Emergency contact information

We ask members to provide the name and telephone number of an emergency contact so that we have someone to contact if there is an emergency during a club activity.

The club's emergency contact list is available only to committee members.

If you give us another person's details as your emergency contact, you should make sure they are aware that you have provided their details to Delamere Spartans for this purpose.

Emergency contact details are not used for marketing or general club communications.

7. England Athletics

Delamere Spartans is affiliated with England Athletics.

Where you ask us to register, renew or administer an England Athletics membership on your behalf, the club provides England Athletics with the information reasonably required to do this. This administration is carried out manually by authorised club administrators; there is no automatic transfer of membership information from our website to England Athletics.

England Athletics is responsible for the information it receives and processes under its own privacy arrangements.

8. Payments and PayPal

Membership and some other payments may be made using PayPal.

Payment card or bank account details entered directly into PayPal are processed by PayPal. Delamere Spartans does not normally receive or store your full payment card or bank account details.

We may receive and retain information relating to the transaction, such as:

- your name;
- the amount paid;
- the date of payment;
- payment status;
- transaction or payment reference information.

We retain appropriate payment records for membership administration, accounting, audit and legal purposes. PayPal processes personal information under its own privacy terms.

9. Website articles, comments and other contributions

Members may contribute material to the Delamere Spartans website. This can include:

- blog articles;
- race reports;
- comments;
- running routes;
- race information;
- photographs;
- other club-related information.

These contributions can form part of the club's ongoing website and historical record. Leaving the club does not therefore necessarily mean that all content you have previously contributed will be deleted.

We may retain enough information about your website account to preserve the authorship, context and integrity of previously published material.

If you ask us to remove personal information from historic content, we will consider the request individually. Where appropriate, we may remove or anonymise personal information while retaining the underlying club content.

10. Photographs and images

The website may contain photographs from club runs, races, social activities and other club events. Members may also upload their own profile photographs or images associated with website content.

Photographs may remain part of the club's website and historical record after somebody leaves the club. If you have a particular concern about a photograph of yourself, please contact us and we will consider the request.

11. WhatsApp, Facebook and other club communications

The club uses services including WhatsApp and Facebook to help members communicate and organise activities. Participation in these groups is optional.

Members are normally removed from club WhatsApp and Facebook groups when their membership lapses.

These services are operated by third parties and those companies process information under their own privacy policies. Members should also be aware that when they join a WhatsApp group, their telephone number and some profile information may be visible to other members of that group.

We may also communicate with members by email and through the club website.

12. Who do we share information with?

We only share personal information where there is a reasonable reason to do so. Depending on the circumstances, this may include:

- England Athletics;
- PayPal;
- companies that host or support the club's website and email services;
- services used to communicate with members, such as WhatsApp and Facebook;
- committee members who need access to information to carry out their role;
- professional advisers or authorities where required by law.

Some of these organisations act as independent data controllers and have their own privacy policies. We do not sell our membership information.

13. Cookies and website information

Cookies are small pieces of information placed on your device by a website.

The Delamere Spartans website uses only essential cookies required by Drupal, the software that runs our website. These cookies support necessary functions such as keeping you logged in, maintaining your website session and helping to keep the website secure.

We do not use analytics or advertising cookies.

You can control or delete cookies through your web browser. Blocking essential cookies may prevent parts of the website, including member login, from working correctly.

14. Website logs and security

Like most websites, our systems create technical logs. These may include information such as:

- IP address;
- browser and device information;
- dates and times;
- pages or resources requested;
- login attempts;
- errors and security events.

We use this information to maintain the website, diagnose problems and protect the club, its members and the website from abuse or security threats. We do not use security logs to build advertising profiles of members.

15. How long do we keep information?

We do not keep personal information for longer than we reasonably need it. Different information is needed for different lengths of time.

Current members

We retain the information required to administer your membership while you are a member.

Lapsed members

Membership ending does not automatically cause your website account to be deleted. People sometimes take a break from the club and return later, so we will normally retain a lapsed member's account for approximately three years after membership ends.

During this period, member-only privileges can be removed even though the underlying account remains. After this period, we will review whether the information is still required and remove or minimise information that we no longer need.

Website contributions

Some basic account information may need to be retained for longer where the account is connected with articles, comments, routes, race reports or other legitimate published club material. We will only retain information that remains reasonably necessary for that purpose.

Emergency contacts

Emergency information is retained while it is required for active membership and club participation.

WhatsApp and Facebook

Members are normally removed from club groups after their membership lapses.

Payments and financial records

Relevant financial records are retained for the period required for accounting, taxation, audit or other legal purposes.

Temporary exports

The club sometimes creates CSV files or other exports for administrative purposes. These are temporary working files and are deleted when the task for which they were created has been completed. They are not kept indefinitely as a separate membership archive.

Technical logs

Website and security logs are retained only for a reasonable technical or security period unless information needs to be kept for the investigation of a particular incident.

16. What happens when you leave the club?

When your membership ends:

- your paid membership status will end;
- access to member-only facilities may be removed;
- you will normally be removed from the club's WhatsApp and Facebook groups;
- your website account may remain dormant for a period in case you return;
- information that is no longer needed will eventually be deleted or minimised;
- published contributions may remain on the website;
- information required for financial, legal or historical purposes may be kept for longer.

You can contact us at any time if you would like to know what information we still hold about you.

17. Your rights

Data protection law gives you a number of rights over your personal information. Depending on the circumstances, these can include the right to:

- ask what information we hold about you;
- receive a copy of your personal information;
- correct inaccurate information;
- ask us to delete information;
- ask us to restrict how information is used;
- object to certain uses of your information;
- withdraw consent where processing is based on consent.

These rights are not absolute. For example, asking us to delete your account does not necessarily mean that we must delete every historic club record or contribution associated with it.

We will consider requests fairly and in accordance with data protection law.

To make a request, contact:

James Hack

Data Protection Contact

delamerespartanstr@gmail.com

We may need to confirm your identity before dealing with a request.

18. Keeping your information secure

We take reasonable technical and organisational measures to protect members' personal information. Access to administrative information is limited according to the roles people perform within the club.

No online system can be guaranteed to be completely secure, but we aim to keep the website and the information it contains appropriately protected and up to date.

19. Complaints

If you are unhappy with the way Delamere Spartans has used your information, please contact our Data Protection Contact first so that we have an opportunity to investigate the issue.

You also have the right to make a complaint to the Information Commissioner's Office (ICO), the UK's independent data protection regulator. Details of how to make a complaint are available from the ICO.

20. Changes to this notice

We may update this privacy notice from time to time, for example if our website, membership processes or legal responsibilities change.

The latest version will be published on the Delamere Spartans website with the date it was last updated.