

Cullingworth Village Hall Management Committee Ltd

DATA PROTECTION AND PRIVACY POLICY

When you contact us

The information you provide (personal information such as name, address, email address, phone number, organisation) will be processed and stored to enable us to contact you and respond to your correspondence, provide information and/or access our facilities and services. Your personal information will not be shared or provided to any other third party.

Information Security

Cullingworth Village Hall has a duty to ensure the security of personal data. We make sure that your information is protected from unauthorised access, loss, manipulation, falsification, destruction or unauthorised disclosure. This is done through appropriate technical measures and appropriate policies.

We will only keep your data for the purpose it was collected for and only for as long as is necessary. After which it will be deleted. (You may request the deletion of your data held by Cullingworth Village Hall at any time, please email cullingworth.villagehall@gmail.com for further details).

Children

We will not process any data relating to a child (under 13) without the express parental/ guardian consent of the child concerned.

Access to Information

You have the right to request access to the information we have on you. You can do this by contacting cullingworth.villagehall@gmail.com

Information Correction

If you believe that the information we have about you is incorrect, you may contact us so that we can update it and keep your data accurate. Please contact us by email at cullingworth.villagehall@gmail.com

Information Deletion

If you wish Cullingworth Village Hall to delete the information about you please contact us to request this.

Right to Object

If you believe that your data is not being processed for the purpose it has been collected for, you may object. Please contact us to object.

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Rights Related to Automated Decision Making and Profiling

Cullingworth Village Hall does not use any form of automated decision making or the profiling of individual personal data.

Conclusion: In accordance with the law, we only collect a limited amount of information about you that is necessary for correspondence, information and service provision.

- We do not use profiling nor do we sell or pass your data on to third parties.
- We do not use your data for purposes other than those specified.
- We make sure your data is stored securely.
- We delete all information deemed to be no longer necessary.
- We annually review our Privacy Policy to keep it up to date in protecting your data. (You can request a copy of our policies at any time or download a copy from our website, www.cullingworthvillagehall.co.uk).

Complaints

If you have a complaint regarding the way your personal data has been processed you may make a complaint to The Chair at Cullingworth Village Hall and email: cullingworth.villagehall@gmail.com and/or the Information Commissioners Office casework@ico.org.uk Tel: 0303 123 1113

GDPR

We comply with the requirements of the General Data Protection Regulation (GDPR), regarding obtaining, storing and using personal data.