

Lindridge Parish Hall
Reg.no. 523164
Data Protection and Privacy Policy

Lindridge Parish Hall treats the privacy of its members' details very seriously and takes appropriate action to safeguard it. This policy sets out how we obtain, manage and use any data that users of the Hall share with us.

Data Controller

Lindridge Parish Hall Management Committee is the Data Controller for the purposes of the Data Protection Act 1998 and the General Data Protection Regulation 2018.

How Lindridge Parish Hall obtains data:

Personal contact data which may include Name, Address, Telephone No. and email address is obtained from:

1. Members of the 100 Club
2. Persons hiring the Parish Hall
3. Friends of the Parish Hall
3. Members of the Parish Hall Management Committee

LPH may also gain personal data through correspondence, written and electronic, concerning its legitimate charitable aims.

How Lindridge Parish Hall Uses Data:

LPH will only hold data about its members for the purposes of achieving its legitimate charitable objectives. It will store members' data securely in electronic or manual form, held by the Secretary, Bookings Secretary, Financial Officer and Chairman, and may use this data in the following ways:

1. To process hiring arrangements.
2. To distribute monthly 100 club prizes
3. To distribute details of forthcoming events
4. To send out governance information such as minutes and agendas.

Members data may be made available to other members of the Management Committee for appropriate purposes but it will not be maintained separately by any officer other than those specified above.

Lindridge Parish Hall will never sell data to any third parties.

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How long Lindridge Parish Hall maintains data and data subject rights:

Information is only retained for as long as it is necessary to carry out the legitimate charitable aims of LPH. You have the right to access the information held about you, and if necessary to remove, rectify or update any information we hold. If you wish to do this, please contact the Secretary.