

## **DUMMER VILLAGE HALL – PRIVACY POLICY [Last updated 05-03-2024]**

Dummer Village Hall (hereafter referred to as DVH) is committed to protecting and respecting the privacy of its visitors and website users. This Privacy Policy sets out the basis on which the personal data collected by DVH will be used and processed.

For the purpose of data protection legislation in the UK, the data controller is Dummer Village Hall (Trustees), of Up Street, Dummer, Hampshire, RG25 2AK.

Information we may collect and process from you for the purposes of bookings and hiring of the Hall:

- Name
- Address
- Email
- Telephone Numbers

We are required to comply with certain legal and regulatory requirements, i.e. GDPR (General Data Protecting Regulations) and may process your personal data for compliance with such legal or regulatory obligation, to which we or regulators or law enforcement agencies are subject.

### **GDPR**

The General Data Protection Regulation (GDPR) is the toughest privacy and security law in the world. Though it was drafted and passed by the European Union (EU), it imposes obligations onto organizations anywhere, so long as they target or collect data related to people in the EU. The regulation was put into effect on May 25, 2018. The GDPR will levy harsh fines against those who violate its privacy and security standards, with penalties reaching into the tens of millions of euros.

### **Retention of your Personal Data**

DVH will retain your Personal Data only for as long as is necessary for the purposes set out in this Privacy Policy and will delete such details once no longer required i.e. for purposes of hiring the Hall and payment.

We will retain and use your Personal Data to the extent necessary to comply with our legal obligations (for example, if we are required to retain your data to comply with applicable laws), resolve disputes, and enforce our legal agreements and policies.

### **Security of Data**

The security of your data is important to DVH but remember that no method of transmission over the Internet, or method of electronic storage is 100% secure. While we strive to use commercially acceptable means to protect your Personal Data, we cannot guarantee its absolute security.

### **Use of data**

DVH uses the collected data for various purposes:

- Booking and hiring DVH.
- Dispute resolution.
- Invoice raising.



- Notification of hall usage changes such as opening/availability times and facilities available or damage and Health & Safety issues.
- To notify you about changes to our service.
- To provide customer support.
- To detect, prevent and address technical issues with bookings and website.

### **Cookies and similar technology**

Our website and services may use cookies or similar technology to collect information about your access to the website which is facilitated by WiX.Com.

Cookies are pieces of information that include a unique reference code that an app or a website transfer to your device to store and sometimes track information about you.

A number of cookies we use last only for the duration of your web session and expire when you close your browser. Other cookies are used to remember you when you return to use our App or website and services and will last for longer.

As above DVH website Cookies are managed and facilitated by WiX.Com.

### **Disclosure of Information**

We may disclose your personal information to third parties:

- To comply with a legal obligation.
- To protect and defend the rights or property of DVH.
- To prevent or investigate possible wrongdoing in connection with the service.
- To protect the personal safety of users of the service or the public.
- To protect against legal liability.

As a result of us collecting and processing your information, you have the following legal rights:

- to access personal data held about you.
- to request us to make any changes to your personal data if it is inaccurate or incomplete.
- to request your personal data is erased where we do not have a compelling reason to continue to process such data in certain circumstances.
- to receive your personal data provided to us as a data controller in a structured, commonly used and machine-readable format where our processing of the data is based on:
  - i. your consent.
  - ii. our necessity for performance of a contract to which you are a party to; or
  - iii. steps taken at your request prior to entering into a contract with us and the processing is carried out by automated means.
- to object to, or restrict, our processing of your personal data in certain circumstances.
- to object to, and not be subject to a decision which is based solely on, automated processing (including profiling), which produces legal effects or could significantly affect you.
- to lodge a complaint with a data protection supervisory body, which at present, is the Information Commissioner's Office



To exercise any of your rights as set out above, including to withdraw your consent where we have stated we are processing your personal data based on your consent, please contact us at Dummer Village Hall, Up Street, Dummer, Hampshire RG25 2AK.

### **Children's Privacy**

Our Service does not address anyone under the age of 18 ("Children"). We do not knowingly collect personally identifiable information from anyone under the age of 18. If you are a parent or guardian and you are aware that your Children has provided us with Personal Data, please contact [willowscoffehouse37@gmail.com](mailto:willowscoffehouse37@gmail.com). If we become aware that we have collected Personal Data from children without verification of parental consent, we take steps to remove that information from our servers.

### **Changes to Our Privacy Policy**

We reserve the right to modify this Privacy Policy at any time. Any changes we may make to this Privacy Policy will be notified and made available to you using the App, where appropriate. By continuing to use the App, you are accepting any changes made to this Privacy Policy. Please check back regularly to keep informed of updates or changes to this Privacy Policy.

### **Contact**

All questions, comments and requests regarding this Privacy Policy should be addressed to Dummer Village Hall, Up Street, Dummer, Hampshire RG25 2AK.

