

General Data Protection Regulations (GDPR).

Speldhurst Village Hall Privacy Notice.

1. Speldhurst Village Hall Foundation uses personal data ONLY for managing the hall, bookings, finances, events and publicity, staff employment. Data may be held for up to 7 years for accounts purposes and for longer where required by the halls insurers and suppliers. The halls suppliers must conform to the GDPR requirements if they are resident in Europe.

Please tick and send a copy of this notice to us IF YOU ARE WILLING for us to share your contact details with other groups and organisations benefitting the residents of Speldhurst.

2. If you require information from the Speldhurst Village Hall Foundation, you must state in writing (email is NOT sufficient) why you want it. The Speldhurst Village Hall has the right to refuse to pass the information on if the Chairman and Administrator believe it is not being used for legal reasons.

3. If you do not want your data to be held by Speldhurst Village Hall Foundation, you must write a letter (email is not sufficient) to the Foundation requesting that it is deleted. You have 1 month from making the booking to make this request.

4. You have the right to request to see the device holding this information (except for approx. 4 weeks per annum when the administrator is away from home on holiday). This device is held in Speldhurst, Tunbridge Wells, Kent, UK is password protected. Data will not be sent to any other address.

5. The hall can legally obtain info regarding the running of the hall.

6. Any data that we request is held securely, and deleted after 72 hours or when it is no longer required - whichever date is the latest. The Speldhurst Village Hall Foundation is not responsible for the use of data held by its suppliers in any country.

7. Speldhurst Village Hall Foundation uses the Hallmaster online system to receive booking requests. As a supplier, Hallmaster conforms with GDPR requirements, a copy of their Privacy Notice can be downloaded from our website.

8. The Speldhurst Village Hall web site is hosted on the Wix.com platform. Wix.com provides us with the online platform that allows us to sell our services to you. Your data eg IP address, may be stored through Wix.com's data storage, databases and general Wix.com applications. They store your data on secure servers behind a firewall.

Cookies are small text files that are placed on your computer by websites that you visit. They are widely used in order to make websites work, or work more efficiently, as well as to provide information to the owners of the site. Most web browsers allow some control of most cookies through the browser settings.

To find out more about cookies, including how to see what cookies have been set and how to manage and delete them, visit www.allaboutcookies.org. To opt out of being tracked by Google Analytics across all websites visit <http://tools.google.com/dlpage/gaoptout>.

You may refuse to accept cookies by activating the setting on your browser which allows you to refuse the setting of cookies. However, if you select this setting you may be unable to access certain parts of our site. Unless you have adjusted your browser setting so that it will refuse cookies, our system will issue cookies when you log on to our site.

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