

Privacy notice

This document explains how Sheriff Hutton Village Hall CIO collects and uses any personal data.

We will only use personal information you have given us to manage the hall's facilities, administer hall bookings, and to run the 200 club and the friends of the village hall. We might also need to keep some data about any contractors who work for us. We will only collect the basic data (such as names and contact details) we need to do those things. And we won't keep it for any longer than we need it, either for the original use or to allow for proper audit of our finances.

We won't pass on your data to any organisation outside the groups running the village hall, unless obliged to do so by law. If you have any concerns about personal data we might hold about you, please get in touch with Hilary Bainbridge at hilary.bainbridge@sheriffhuttonvillagehall.co.uk who will try to resolve matters. If after that you don't think we have complied with our obligations on data handling you can approach the Information Commissioner's Office on **0303 123 1113** or email casework@ico.org.uk.