

## Privacy notice Clayton Village Hall

At Clayton Village Hall, we are committed to maintaining the trust and confidence of our visitors. In particular, we want you to know that we are not in the business of selling, renting or trading personal details with other companies and businesses for marketing purposes. In this Privacy Notice, we've provided information on when and why we collect your personal information, how we use it, the limited conditions under which we may disclose it to others and how we keep it secure.

We collect personal information when you complete a booking form or contact us via phone, letter or email. We use that information within our organisation for a number of reasons: to give you information you've asked us to tell you about; to contact you if we need to obtain or provide additional information; to check our records are right and to check every now and then that you're happy and satisfied with our service and periodically to send you news and offers. No data is stored on our website, your details are held in paper and/or electronic form elsewhere. For room bookings this data is handled by Clayton Village Hall and processed by Hallmaster Ltd. For more information please contact us using the details below. You are entitled to view, amend, or delete the personal information that we hold. Please request this using our contact details below.

**Cookies** When someone visits our websites we may use third party services that employ cookies, such as Google Analytics or another Statistics package, to collect standard internet log information and details of visitor behaviour patterns. We do this to find out things such as the number of visitors to the various parts of the site. This information is only processed in a way which does not identify anyone.

## Review

We review our Privacy Notice from time to time and will inform you of any changes. This policy was last updated on 24 April, 2023.

## **Contact details**

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