

Privacy Policy

Bramley Village Hall Trust

22/01/2022

How We Use Your Personal Information

By 'personal information' we mean names, addresses, emails and phone numbers and possibly details on incidents. We may use this information to:

- communicate with you
- keep financial records i.e. provide an audit trail to identify source of income
- make it easier for you to make future bookings
- deal with enquiries and incidents
- inform you of other events in Bramley Village Hall that may be of interest to you

Security of Data

- personal data we hold will not be shared with any third parties
- data will be held securely at all times and disposed of carefully

Exception: The Trustees of the Village Hall will comply with Government regulations put in place in response to the Covid 19 pandemic and will, if required by law, disclose details of the users of the Village Hall to the appropriate authorities.

Date of Writing: 26/01/2022

Date of Latest Review: January 2022

Date of Next Review: February 2023