**DATA PRIVACY POLICY** Slaley Show Society

Slaley Show Society began life in 1845 as the Slaley and Hexhamshire Floral and Horticultural Society Show, but by 1870 it was known as the Annual Sunday School Festival and Flower Show, and in 1902 it changed its name again to Slaley Flower, Butter and Poultry Show. In 2019 the Slaley Show Society celebrated its 160th event.

1. This policy covers Slaley Show Society.

o The information we collect

o Why we collect it.

o To whom we disclose your personal data.

o How we store your data

o Your rights and how you can see, update or delete your personal data

2. This policy covers the responsibilities of all those who are in digital contact with the Slaley Show Society.

We collect your information (name, address, email) when we ask for new membership or renewal of membership.

o We ask for this so that we can keep you informed of Slaley Show Society matters.

o We ask for this so that we can ask you to renew your membership.

o We do not disclose your information to others.

o The full data set is stored by the Membership Secretary and the Treasurer who are signatories of this policy document.

o You can review the data we keep by contacting the Membership Secretary whose

contact details are on the Slaley Show Society website.

We may contact you to provide us with a service associated with the Show day or fund raising for the Show.

o We ask for contact details to enable us to work with you.

o We do not disclose your contact details beyond ‘the Committee’\*. We may share

your contact details within ‘the Committee’ to enable the best person to work

with you.

o We do not keep your data in a group email file. This data may be held on an electronic device of the person you have contacted.

o You can review the data we keep. The Secretary is your primary contact. For

details see the Slaley Show Society website.

o If you provide a service, you may have provided the Treasurer with bank details

so that we can pay you. This data is kept by Lloyds Bank and is accessed through

a secure server. This data is never shared with ‘the Committee’ – members of ‘the Committee’ are elected at the AGM and their names and contact details are found on the Slaley Show website and within the Slaley Show Schedule.

We may ask for your contact details so that we can deal with your query or a

complaint but we will ask before we do so.

o We will not save your details on any device after we have dealt with your query.

o You can review the data you ask us to keep by contacting the Secretary whose

contact details are on the Slaley Show Society website.

A contact by you may be a complaint

If you make a complaint to us, you can do so via email the complaint is saved by us in a secure location and will be destroyed, if you wish it to be, after consultation.

The digital services.

This includes our website and Facebook page.

We do not collect or store your personal information from these platforms, nor do we

analyse any aspect of the digital footprint.

The responsibilities of all members of the Slaley Show Society and stakeholders who may hold data associated in any way with the Slaley Show Society.

You have the responsibility to hold the data securely, to be thoughtful in any data

transaction you have so that data is not shared inappropriately. Data must never be sold.

MEMBERS.

Please do not share the data outside the membership group by using ‘cc’ to other people when Slaley Show members addresses can be accessed.

If you are unsure what this means please ask the Chairwoman.

**The Legal Stuff**

Under the General Data Protection Regulations, you have rights as an individual. You can read more about your individual rights on the Information Commissioner's Office website at ico.org.uk.

We keep our privacy policy under regular review. This privacy policy was last updated on

04/06/2024

I have read and will conform with this document.

Signed/ please print name – Treasurer

Signed/please print name – Membership Secretary

Signed/name printed/ dated - Chair