

Privacy Notice

Hoveringham Village Hall

Hoveringham Village Hall is operated by Hoveringham Parish Council.

We take the privacy of our customers and website visitors very seriously. This privacy notice outlines the types of personal data we collect and how we use it.

1. Personal Data We Collect

We collect personal data that is necessary for us to operate the village hall and provide our hiring services, including:

- Name, email address, phone number, and other contact information;
- Booking information, such as the date and time of your event and any special requirements;
- Payment information, including credit card details if applicable;
- Any feedback or other information you choose to provide us.

We may also collect personal data through our website, including:

- IP address and other technical information about your device and how you interact with our website;
- Information about your browsing behaviour on our website, including pages visited and links clicked;
- Information you provide when you fill out a contact or booking form or sign up for our newsletter.

2. How We Use Your Personal Data

We use your personal data for the following purposes:

- To provide the Village Hall and fulfill your bookings;
- To communicate with you about your bookings and any updates or changes;
- To process payments and issue invoices;
- To improve our services and website;

We may also use your personal data for legal or regulatory purposes, such as complying with tax or accounting requirements.

3. Sharing Your Personal Data

We may share your personal data with our staff and volunteers and with third parties, including:

- Payment processors, to process your payments securely;
- IT service providers, to maintain and improve our website and other technical systems
- Government or law enforcement authorities, if required by law

We will not sell to or share your personal data with third parties for marketing purposes unless you ask us to do this.

4. Data Retention

We will retain your personal data for as long as necessary to fulfil the purposes for which it was collected, including any legal or regulatory requirements.

5. Your Rights

You have the right to:

- Access and receive a copy of your personal data
- Correct any inaccuracies in your personal data
- Object to the processing of your personal data
- Request the deletion of your personal data

To exercise any of these rights, please contact us using the details below.

6. Contact Us

If you have any questions or concerns about our privacy notice or how we use your personal data, please contact us at ljparishclerk@gmail.com. You can find out more about what constitutes personal data and your rights or make a complaint by contacting the Information Commissioners Office: [For the public | ICO](#)

We may update this privacy notice from time to time to reflect changes in our practices or legal requirements. We encourage you to review this notice regularly to stay informed about how we are protecting your personal data.