

STEEPLE ASTON AND MIDDLE ASTON HORTICULTURAL SOCIETY

PRIVACY POLICY

Who we are

We are your local Horticultural Society. Our main aim is to encourage and improve the cultivation of fruit, flowers and vegetables in the district. We do this by running two flower shows a year and making grants to local organisations from time to time.

We only use personal information given to us for the purposes of our Society. The Society's legitimate interests is the lawful basis for our data processing.

We do not and will never sell contact details to anyone.

Types of data we collect

When you complete an entry form for one of our shows, your entry fee includes payment for membership of the Society for one year. You will be asked for your name and contact details. Children under 16 must give their age and obtain their parent's or guardian's consent before sending us any personal information. This information is shared with Society committee members as required to run the shows.

We also hold names and contact details of committee members, the Society president and vice presidents, judges, stallholders, helpers and other people such as sponsors, donors and suppliers relevant to organising two shows a year.

We may take photographs or make video recordings at our events and use these to report on the events or generally for publicity in relation to the society's activities. In accordance with our safeguarding policy, we will only keep and use images clearly taken in a public place.

Other organisations

We do not release contact details to anyone outside the committee unless required for safeguarding purposes or otherwise required by law. Names only, not contact details, are given to others, for example for the purpose of publishing lists of winners in print publications or on websites, and names are written on prize cards and engraved on trophies.

Photographs or videos may be published in print publications or online including on websites or social media.

We will eventually give our records, including minutes of meetings photographs and records of prize winners to SAVA or its then equivalent keeper of local archives, so names of Society officers, committee members and prize winners are kept for that purpose. We do not keep contact details for anyone for more than two years from the date of our last contact with them.

Access to your personal information

You are entitled to view, amend or delete the personal information that we hold. Please email your request to our general secretary, Mary White at maryw39@aol.com. She will ensure your request is promptly passed to the appropriate committee member. She will let you know who will deal with it and how quickly they will respond.

Complaints

You have a right to complain to the Information Commissioner's Office if you think there is a problem with the way we are handling your data. See <https://ico.org.uk/concerns/>

Changes to this privacy policy

We review this policy regularly, at least once a year. Reviews are recorded in the Society's minutes.

201124