

Melksham Gardeners' Society Privacy Policy

Introduction

Our Privacy Policy will help you understand what information we collect and process, how we use it, and what choices you have about your personal data.

In the following, the term "Society" refers to the Melksham Gardeners' Society.

Member Data

To administer the Society and provide a service to members (e.g. sending you information about upcoming events), we need certain data from you. This consists of your name, postal address, email address (if you have one) and telephone number.

What we do with the information:

- Provide information about Society events and other local related events
- To verify your membership
- To apply for local authority grants (we are asked whether members live in Melksham town or Melksham Without – numbers only are provided)
- To call you if there is a query with your seed order or inform you of any late change to arrangements

Security

We are committed to ensuring that your information is secure.

Access to your information is limited to the Society's Chair and Admin/Membership Secretary.

Controlling your personal information

We will not distribute your personal information to third parties unless we are required by law to do so.

You may request details of personal information which we hold about you. If you would like a copy of the information held on you, please email or write to us using the contact information below. We will only supply this to the postal address/email address that we hold on file.

If you believe that any information we are holding on you is incorrect or incomplete, please write to or email us as soon as possible.

We will promptly correct any information found to be incorrect.

Links to other websites

Our website may include links to external websites not controlled by the Society. Whilst all reasonable care has been exercised in selecting and providing any such links, you are advised to exercise caution before clicking to external links.

We cannot be responsible for any damages or consequences caused by your use of them.

Changes to this Privacy Policy

We may change this Privacy Policy from time to time, and if we do we will post any changes on the Society's website and notify you at a subsequent Society meeting.

If you continue to access the website or use service available from the Society's website after those changes have come into effect, you will be deemed to have agreed to the revised policy.

If you have any questions about this Privacy Policy, would like to exercise any of your statutory rights, or make a complaint, please write:

By email to: melksham_gardeners@live.co.uk

Or

By post to: to the Chair of the Society.