



Privacy Notice – CVSBEH AGM

Who are we?

We are the CVS for Broxbourne & East Herts. Our address is the Nigel Copping Community Building, Sanville Gardens, Stanstead Abbots, SG12 8GA. You can contact us via post at the address above, via email at admin@cvsbeh.org.uk or by telephone on 0300 123 1034.

Our appointed Data Protection Officer is Abbie Gregory. You can contact her about any enquires regarding our use of your personal data via post at the address above, via email at abbie@cvsbeh.org.uk or by telephone on 0300 123 1034.

What personal data do we collect?

When you book to attend our AGM we collect your name, organisation name and email address. This is collected via email, telephone, or both depending on how you choose to book.

We also take photos and video footage at our AGM.

Why do we collect this information?

The information collected is used to contact you regarding your booking and to send you further details about the event. We require this information in order to fulfil our contract with you.

We take photos and video footage to promote CVS events on our website, social media platforms and publications. We do this in our legitimate interest which is to promote CVS events.

What do we do with your information?

Your information is stored securely on our password protected shared drive based within the European Union. We also keep copies of any emails you send us regarding your booking. These are stored securely on our UK based server.

Photos and video footage are posted on our website, publications and on social media.

We do not use the information that you provide us with to make automated decisions that might affect you.

How long do we keep your information for?

Your information will be kept for no longer than necessary for the purposes mentioned above.

Photos and video footage will be kept for as long as the publication, website or social media that the photos or video footage have been posted on still exist.

Your rights over your information

By law, you are able to ask us what information we hold about you, and can ask us to correct it if it is inaccurate.

You can also request that we give you a copy of the personal data we store about you and to stop using your information for a period of time if you think we are not doing so lawfully. If you wish to do this, please send a request via email, post or telephone with the information provided above.

You can ask us to stop using your information, which you can do at any time by emailing, writing or telephoning us using the contact details above.

Your right to complain

If you have a complaint about the way we use your information, you are able to contact the Information Commissioner's Office via their website (www.ico.org.uk/concerns) or write to them at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF