



Heytesbury Recreation Ground Trust (HRGT) Privacy Policy Statement

Effective date: 6th March, 2025

1. **Introduction.** The Heytesbury Recreation Ground Trust (HRGT) is a registered charity (number 1208204) committed to protecting and respecting your privacy. This Privacy Policy Statement explains how we collect, use, and store your personal data in compliance with the General Data Protection Regulation (GDPR).
2. **Data we collect.** HRGT may collect and process the following personal data:
 - name, address, and contact details (e-mail, phone number);
 - information provided through correspondence or enquiries;
 - payment details for donations, memberships, or event participation;
 - Gift Aid declarations (where applicable);
 - volunteer information, including emergency contacts;
 - any other information necessary for the administration of our charitable activities.
3. **How we use your data.** We use your personal data to:
4. manage and maintain Heytesbury Recreation Ground facilities;
 - communicate with you regarding events, updates, and fundraising efforts;
 - process donations, Gift Aid claims, and financial transactions;
 - coordinate volunteers and community involvement;
 - respond to enquiries and provide requested information;
 - fulfil legal and regulatory obligations.
5. **Legal basis for processing.** We process your personal data under the following lawful bases:
 - your consent (where required);
 - performance of a contract;

- legal obligations (including Gift Aid claims);
- legitimate interests in managing and improving HRGT's charitable services and fundraising efforts.

6. **Data sharing and security.** We do not sell or rent your personal data. We may share information with:

- third-party service providers assisting in administrative operations;
- legal and regulatory bodies where required;
- funding bodies or grant providers where necessary for compliance;
- other organizations only with your explicit consent.

HRGT implements appropriate security measures to protect your personal data from unauthorized access, alteration, disclosure, or destruction.

7. **Data retention.** We retain personal data only for as long as necessary to fulfil the purposes outlined in this statement, comply with legal requirements, or resolve disputes.

8. **Your rights.** Under GDPR, you have the following rights:

- access to your personal data;
- correction of inaccurate or incomplete data;
- erasure of data where applicable;
- restriction or objection to processing;
- data portability where applicable;
- withdrawal of consent where processing is based on consent.

To exercise your rights, please contact us at admin@hrctrust.co.uk.

9. **Fundraising and communications.** As a charity, HRGT may contact you about fundraising activities, updates, and events that support our charitable objectives. You can opt out of receiving such communications at any time by contacting us.

10. **Cookies and website usage.** If our website uses cookies, we will provide clear information about their use and how you can manage your preferences.

11. **Contact us.** If you have any questions or concerns regarding this Privacy Policy or your data, please contact us at admin@hrctrust.co.uk.

12. **Updates to this notice.** HRGT may update this Privacy Policy Statement periodically. Any changes will be posted on our website and, where appropriate, notified to you.