

# METROPOLITAN BUSHEY BOWLS CLUB

## PRIVACY NOTICE

The purpose of this document is to explain to you what the Metropolitan Bushey Bowls Club (MBBC) will do with the personal data that you have supplied due to your involvement with the club.

This document has been written to comply with the General Data Protection Regulation (GDPR). MBBC has chosen to use 'Legitimate Interest' as the basis for holding your personal data and has completed a Legitimate Interests Assessment Form.

### Personal Data you have supplied

If you are a member, or an Honorary Life Member of the MBBC, the Honorary Secretary will record your name, postal address, telephone numbers(s) and email address.

### What do MBBC do with the data that has been supplied by you?

MBBC will only use the data in a way that would be expected of a similar club. The MBBC's Honorary Secretary will use data for the following tasks:-

- Calling notices for the AGM, committee meetings and provision of minutes
- Notifications of Galas and Matches
- Notifications of matters deemed to be of interest to clubs associated to the District and County
- Changes to club delegates
- Your name may appear in the minutes
- The name, address, telephone number(s) and email address of the Committee may appear on the website

Data held by the Honorary Competitions Secretary will be used to:-

- Produce a list of competitors (name)
- Produce a list of Qualifiers
- Draw competitions that competitors have entered

The names of competitors will be placed on the website and displayed on the notice board in the hut.

### Who will the data that MBBC holds on you be shared with?

MBBC will not use the data for marketing or share your personal data with any organisation that may use it for marketing.

MBBC will not share your data with any other organisation or individual that requests it without your permission.

MBBC will share the data with other affiliated clubs of the Watford & District Bowling Associations and with the Executive Officers of Hertfordshire Bowls.

Name and telephone number(s) will be printed on the fixture cards which are given to all club members.

Fixture cards are also sent to the Match Secretary of clubs that we have a match with.

### Photographs

Photographs are normally taken at Club events, finals and the presentation lunch. They are published on the website ([www.metropolitanbusheybowlsclub.co.uk](http://www.metropolitanbusheybowlsclub.co.uk)) and the subject's name is sometimes shown.

Photographs remain on the website to provide a visual history.

### Data removal

If you cease to be a member of MBBC within a year your data will be removed from computer files. Paper records may be retained for 5 years. Your name may still appear in the minutes or the Honours Board.