

# Pilsley Village Hall

## Data Protection (GDPR) Policy

### **1. Purpose**

Ensure compliance with UK GDPR and Data Protection Act 2018.

### **2. Data Held**

Trustee details, hirer booking forms, financial records, correspondence.

### **3. Principles**

Data processed lawfully, retained securely and used only for legitimate purposes.

### **4. Rights**

Individuals may request access, correction or deletion.

### **5. Security**

Password protection, limited access, secure storage.

### **6. Review**

Biennial review. Version 1.0 Adopted by trustees 11<sup>th</sup> June 2026

Next Review May 2028