Harrogate Civic Society - GDPR Data Protection Policy

This statement explains how the Civic Society ("we") handles and uses data we collect from our members ("you"). We collect data to keep in touch with you, to keep you apprised of our meetings and activities, and to identify ways in which you can support the Civic Society.

How do we collect information from you? We obtain information about you when you provide it to us on joining the society, on annual renewal, or when you contact us for any reason. The legal basis for collecting and processing your personal data is your consent, where you have provided this, and otherwise our legitimate interest.

What type of information is collected from you? The personal information we collect includes your name, address, telephone number and email address, and how to connect with you via social media.

How is your information used? We may use your information to:

- process subscriptions and donations that you have made;
- send you our regular Newsletters;
- send you reminders for Civic Society events and annual subscriptions;
- send you information relating to the Civic Society's work and objectives, which may include an appeal for donations if necessary to support a specific campaign;
- seek your views or comments on matters falling within the Civic Society's objectives;
- send you materials relevant to our objects provided to us by other civic societies, or by local or county councils, or by heritage bodies, or by other organisations we make links with.

We regularly review our retention periods for personal information. We may be legally required to hold some types of information to fulfil our statutory obligations (for example the collection of Gift Aid). We will hold your personal information on our systems for as long as is necessary for the relevant activity.

Who has access to your information? Only the committee of the Harrogate Civic Society and the Membership Secretary (if not a member of the committee) have access to your information. We will not sell or rent your information to third parties, nor share your information with them.

How you can access and update your information? The accuracy of your information is important to us. If you change email address, or any of the other information we hold is inaccurate or out of date, please email us at info@harrogatecivicsociety.org or write to us at Harrogate Civic Society Membership, 9 Merryfield, Harrogate HG2 9DH.

You have the right to ask for a copy of the information the Harrogate Civic Society holds about you. Security precautions are in place to protect the loss, misuse or alteration of your information. When you give us personal information, we take steps to ensure that it's treated securely. Non-sensitive details (your email address etc.) are transmitted normally over the Internet, and this can never be guaranteed to be 100% secure. As a result, while we strive to protect your personal information, we cannot guarantee the security of any information you transmit to us, and you do so at your own risk. Once we receive your information, we make our best efforts to ensure its security on our systems.

Links to other websites - Our website contains links to other websites run by other organisations. This privacy policy applies only to our website, so we encourage you to read the privacy statements on the other websites you visit. We cannot be responsible for the privacy policies and practices of other sites even if you access them using links from our website. In addition, if you linked to our website from a third party site, we cannot be responsible for the privacy policies and practices of the owners and operators of that third party site and recommend that you check the policy of that third party site.

Review of this Policy - This Policy is reviewed regularly and was last updated in November 2026.