

**Privacy notice**

The data the society routinely collects includes members’ names, addresses, email addresses, telephone numbers and golf club membership. This data is collected directly from the society members when they join the society and when they update their information.

Members’ data is used for the administration of membership, for sending out subscription renewal notices and for communicating information regarding the AGM, golf meetings, matches, the bridge drive and any similar activities.

Members’ personal data is not passed on by the society to anyone externally.

This information is primarily stored in digital format as an Excel worksheet and database. Any paper forms received (e.g. membership applications) are only stored for as long as deemed necessary by the current Treasurer.

Under the General Data Protection Regulation (GDPR) the society does not have a statutory requirement to have a Data Protection Officer. The person who is responsible for ensuring the society discharges its obligations under the GDPR is the Honorary Treasurer.

Members of the committee have access to members’ data in order for them to carry out their legitimate tasks for the society.

The society collects personal data necessary for the purposes of its legitimate interests as a membership organisation and participant in an internationally recognised and regulated competitive sport.

For data relating to financial matters, the basis for its collection and retention is to comply with the society’s legal obligations.

If any member wants to see the data the society holds about them, they should contact the current treasurer. Information can be found on the website, www.hlgcs.co.uk

Members’ data is normally kept after they resign or their membership lapses in case they later wish to rejoin. However such data will be deleted entirely on request.