

Hartswood Golf Club

Privacy Policy.



Our contact details.

Name: Hartswood Golf Club

Address: 2 The Pavillion,

King Georges Playing Field

Ingrave Road

Brentwood CM13 2FD

Phone Number: 01277 218850

E-mail: hartswoodgplfclub@gmail.com

Website: <https://hartswoodgolfclub.weebly.com>

1. The type of personal information we collect about you.

We currently collect and process the following information:

- Name, address & age
- Personal e-mail address
- Mobile and or home telephone number.
- Occupation
- Date of birth
- Car(s) registration
- Bank account details if supplied (refunds / prize money payments)
- Date you joined the club if known.
- Days of the week you are likely to play.
- Amount of subscription fee paid & when.
- Occasional photos taken.

2. How we get the personal information and why we have it

Most of the personal information we process is provided to us directly by you for one of the following reasons:

1. For Membership of Hartswood Golf Club to understand the demographics of its membership and promote itself and its activities in various formats (clubs various notice board inside the lounge & changing rooms as well as on its blogsite)
2. To obtain on your behalf a national ID number from WHS
3. To record and maintain your golf index via handicap master.
4. To obtain on your behalf a parking permit from BBC (name Car registration Number(s) and HGC bespoke club number.
5. To obtain on your behalf access to BBC IG booking a tee system (name, e-mail address, HGC bespoke club number & (date joined for new members only).
6. To obtain on your behalf a discount card from everyone active inside the pavilion (name and HGC bespoke club number only)
7. To promote the club on social media platforms (names and photos only).

We also receive personal information indirectly, from the following sources in the following scenarios:

- When needed, from Brentwood Council if members are found to have breached the rules of Hartswood Golf Course with reasons why.
- When needed, from Everyone active if members are found to have breached the rules of the pavilion.
- When needed from the pro-shop regarding any matters they may consider the club, or its reputation may have been compromised.

3. Under the UK General Data Protection Regulation (UK GDPR), the lawful bases we rely on for processing this information is your consent. You can remove your consent at any time. You can do this by contacting Hartswood Golf Club (see contact details above) however this may prejudice your eligibility to enter club competitions or teams and/or your continued membership of the club.

4. How we store your personal information

Your information is securely stored.

We keep your application form and the information noted therein for 2 years. We will then dispose your information by shredding any paper copies of your application forms and or deleting it from any computer where it may be electronically stored.

5. Your data protection rights.

Under data protection law, you have rights including:

- 1. Your right of access** - You have the right to ask us for copies of your personal information.
- 2. Your right to rectification** - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.
- 3. Your right to erasure** - You have the right to ask us to erase your personal information in certain circumstances.
- 4. Your right to restriction of processing** - You have the right to ask us to restrict the processing of your personal information in certain circumstances.
- 5. Your right to object to processing** - You have the the right to object to the processing of your personal information in certain circumstances.
- 6. Your right to data portability** - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at the contact details noted above if you wish to make a request.

6. How to complain

If you have any concerns about our use of your personal information, you can make a complaint to Hartswood Golf Club using the contact details given above.

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>