

## GENERAL DATA PROTECTION REGULATIONS

### PRIVACY POLICY OF HUNGERFORD CHAMBER OF COMMERCE

Hungerford Chamber of Commerce is a voluntary unincorporated association originally formed around 30 years ago, and operating under the terms of a written Constitution adopted in 2010 (a copy of which can be viewed on the Chamber's website at [www.hungerfordchamberofcommerce.co.uk](http://www.hungerfordchamberofcommerce.co.uk)).

The Chamber has an executive committee consisting of a Chairman, Treasurer, Secretary and Membership Secretary and other members (currently there are seven of us in total) who are elected at each Annual General Meeting, usually held in April each year, and occasionally at other times should the need arise. The Chamber relies for its main source of income on membership subscriptions paid by those members of the local commercial community who wish to join and attend its meetings. Members receive regular invitations to meetings and other events organised by the Committee, occasional newsletters and other communications of one kind or another, almost all of them sent by email.

For these purposes and to enable the Chamber to function it is necessary to hold and retain, and update as appropriate from time to time, a limited amount of personal and contact information for each of its members. At the present time this consists of the member's personal and (if different) business name, address, telephone numbers (landline and mobile), email and website addresses and the dates on which membership subscriptions during the preceding two-year period were paid. These details are held on a membership spreadsheet, access to which is available only to Chamber Committee members and which is not, under any circumstances, disclosed to or shared with any other persons or organisations, commercial or otherwise. They are not included on the Chamber's website, where any information will be limited to links to those websites whose owners have authorised us to include them.

Should any member wish their contact details as held by the Chamber to be amended at any time, or deleted from our records on termination of membership, this will be done on receipt of a telephone call, letter or email to our Membership Secretary, **Simon Hobden** c/o Suite 2B, the Courtyard, Hungerford, Berkshire RG17 0NF, tel. 07831 446464, email [membership@hungerfordchamberofcommerce.co.uk](mailto:membership@hungerfordchamberofcommerce.co.uk).

Any enquiries arising from this Privacy Policy or relating to Hungerford Chamber of Commerce generally or any of its activities should be addressed to the current Chair, **Karen Salmon** c/o Suite 2B, the Courtyard, Hungerford, Berkshire RG17 0NF, tel. 07836 366393, email [chairman@hungerfordchamberofcommerce.co.uk](mailto:chairman@hungerfordchamberofcommerce.co.uk).

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*This Privacy Policy was approved and adopted by the Executive Committee of Hungerford Chamber of Commerce at its meeting on January 6, 2021*

