



Privacy Notice

This privacy notice sets out how Moulton Community Association (MCA) uses and protects any information that you give us when you use this website, our on-line bookings platform or any contact with us.

We are committed to protecting and respecting your privacy. This notice (together with our Standard Conditions of Hire Agreement) sets out the basis on which any personal data we collect from you, or that you provide to us, will be processed by us. For the purpose of the General Data Protection Regulation, we are a 'processor'. Please read the following carefully to understand our views and practices regarding your personal data and how we will treat it.

We may change this notice from time to time by updating this page. You should check this page from time to time to ensure that you are happy with any changes. This notice is effective from December 2024.

We may collect the following information:

- name
- contact information including email address and telephone number
- the nature of your enquiry

What we do with the information we gather

Your data will be used to facilitate booking our premises and may be processed for the purposes of offering, marketing and selling relevant services and events to you. These services will only be processed by MCA, we will never outsource this process to a third party. The legal basis for this processing is consent.

Marketing

We will not share your information for marketing purposes with anyone.

Security

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

About Cookies

A Cookie is a text file containing an identifier (a string of letters and numbers) that is sent by a web server to a web browser and is stored by the browser. The identifier is then sent back to the server each time the browser requests a page from the server.

Cookies do not typically contain any information that personally identifies a user, but personal information that we store about you may be linked to the information stored in and obtained from cookies.

Cookies We Use

We do not use cookies, full stop.

Cookies used by our On-line Booking Platform

The on-line booking platform is hosted by a third party and uses cookies in a range of ways to improve your experience on our website, including:

- Keeping you signed in
- Understanding how you use our website

The on-line booking platform uses functionality cookies to recognise you on the website and remember your previously selected preferences.

These could include what language you prefer and location you are in. A mix of first-party and third-party cookies are used.

You can set your browser not to accept cookies, however, some website features may not work as a result.

Managing Cookies

Most browsers allow you to refuse to accept cookies and to delete cookies. The methods for doing so vary from browser to browser, and from version to version.

Blocking all cookies will have a negative impact upon the usability of many websites. If you block cookies, you will not be able to use all the features on our website.

Links to other websites

Our website may contain links to other websites of interest. However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.

Controlling your personal information

We will not sell, distribute or lease your personal information to third parties.

You may request details of personal information which we hold about you for which a small fee may be payable. If you would like a copy of the information held on you please contact us by making a request in writing

to mcabookings@aol.com.

If you believe that any information we are holding on you is incorrect or incomplete, please write to or contact us as soon as possible. We will promptly correct any information found to be incorrect.

You can revoke your consent for us to use your personal information at any time, you can do this by making a request in writing to mcabookings@aol.com.