

## Privacy Policy

### **Introduction**

The Vine & Craven Hunt is a pack of hounds registered with the Masters of Foxhounds Association. We maintain a pack of hounds and undertake legal hunting activities during the hunting season. We also run hunt events, fund raisers, information evenings and other activities associated with the hunting community. The Vine & Craven Hunt and its associated supporting clubs keep information about its members, staff, farmers and landowners. We mainly communicate via email and post, but may communicate verbally for more urgent matters. Communications are for informational purposes, membership updates and for the promotion of hunt events and other associated activities.

### **Personal Information**

The Vine & Craven Hunt retains information about its members as well as supporters, officials, landowners and farmers. Upon joining the Vine & Craven Hunt or renewing annual subscriptions, we will request certain personal details such as Name, Address and contact details. We will use this data for communicating with members and supporters, as well as to collate our Members Handbook which is sent out to all members for their reference.

### **How we collect information**

When members of the Vine & Craven Hunt or its supporting clubs actively sign up or subscribe to our membership or communicate with us, they may choose voluntarily to give us certain information (for example by filling in text boxes or completing registration forms). This information requires direct action by the individual at the time in order for us to receive it. There is the option to opt out of future communications should members wish to do so when giving this information. Our members have applied consent to the Vine & Craven Hunt by actively giving us their details when subscribing. In doing so, they are allowing active communication from us on such matters as stated above. There will always be an option for any of our members to opt out of any further communications.

### **How long we retain information for**

The Vine & Craven Hunt will not retain information for longer than necessary. We will only hold onto the information you provide either for as long as you are a member. If legally required or if it is reasonably necessary to resolve disputes, prevent fraud or abuse or if we have a legitimate interest, we may also retain information for a limited period of time as required, even after you are no longer a member or no longer associated with the Vine & Craven Hunt. You are entitled to request that any of your data is deleted from our records at any time.

### **Consent**

The Vine & Craven Hunt will not contact any persons for whom we do not have consent to do so. We understand that you trust us with your personal information and we are committed to ensuring the security and privacy of your personal information. You are able to do any of the following:

- You can verify the details you have submitted to Vine & Craven Hunt by contacting the Hon. Secretary on [info@vineandcraven.co.uk](mailto:info@vineandcraven.co.uk).
- You can contact us to change, correct or delete any or all of your personal information. We may retain archived copies of your information as required by law or for legitimate business purposes (including helping address fraud and spam).
- You can unsubscribe from receiving any emails from us by clicking the “unsubscribe” link at the bottom of any email. Once you do this, you will no longer receive any emails from us.

- You can request a readable copy of the personal data we hold on you at any time. To do this, please contact the Hon. Secretary on [info@vineandcraven.co.uk](mailto:info@vineandcraven.co.uk).
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### **Use of Personal Information & How the Law Applies**

There are times when it is not practical or feasible for the Vine & Craven Hunt to obtain or record consent, however this information will only be used or processed if there is a Legitimate Interest for us to do so, and in doing so your interests and rights as an individual are not harmed.

Farmers & Landowners – The Vine & Craven Hunt holds information (eg. names, addresses and boundaries) about farmers and landowners within the hunt country. This is so that the hunt can inform them of hunt activities that may be going on or around their land. Contact is made for informational purposes only, and we feel that this is for the Legitimate Interest of the individual farmer or landowner as it is in their interest to know of activities going on in the area so any preparation can be made as necessary.

Hunt Followers – Sometimes people following our hunt are not our active members or active members of a local or neighbouring pack. They may therefore not be fully up to date with communications about hunting on that day. For all follower's safety, as well as the safety of the hounds and others (on horse, foot or in cars) it is important that people know who is following the hunt on a particular day. We will therefore try to keep a record of recent people following hunts so that we can communicate this information as necessary to those in charge of any particular day.

### **Changes to your data**

From time to time Vine & Craven Hunt may need to contact those in its membership and database to make sure that we have accurate details for you.

### **Data Sharing**

The Vine & Craven Hunt will not rent, swap or sell any personal information to other organisations. Information is only shared with direct connections of the hunt, such as the Supporters Club, Vine & Craven Hunt Point to Points & other hunt event organisers.

Please note, we are constantly reviewing how we process and protect data. Therefore, changes to our policy may occur at any time. We will endeavour to publicise any changes.