



History Society

Harlaxton History Society and Information Privacy

Our contact details.

Name: Harlaxton History Society

Address: C/O Harlaxton Village Hall, 3 Church Street, Harlaxton, Nr Grantham, NG32 1HB

E-mail: Harlaxtonhistory@gmail.com

The type of personal information we collect.

We currently collect and process the following information:

- Personal identifiers, contacts and characteristics (for example, names and locations in the village of Harlaxton)
- Details of family connections and historical places of residence.
- Images of people who have lived or currently live in the village.
- Images of privately owned and public locations in the village.

How we get the personal information and why we have it

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

- For inclusion on the History Society web site and Social media
- For research projects currently being undertaken by the Harlaxton History Society
- To be held for future historical research projects

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

- Other members of the Harlaxton community during research projects
- Open public sources such as Census returns, Local Authority documents, historical maps

- Local archives including those held at Grantham Museum and Harlaxton Manor.

We use the information that you have given us in order to fulfil our commitments ;

1. To promote interest in and understanding of the History of Harlaxton Parish and it's surrounding area.
2. To facilitate the collection, preservation and research of historical information or items relating to the History of Harlaxton Parish and it's surrounding area.
3. To hold open events to encourage community engagement and discussion about the History of Harlaxton Parish and its surrounding area amongst the village community.

To achieve this we may share this information with the wider public via;

- the Society web site (www.harlaxtonhistory.co.uk)
- Facebook page (<https://www.facebook.com/groups/www.harlaxtonhistory.co.uk>)
- Hard copy at events

Under the UK General Data Protection Regulation (UK GDPR), the lawful base we rely on for processing this information is your consent. You are free and able to remove your consent at any time. You can do this by contacting either the Society Chair (details at <https://www.harlaxtonhistory.co.uk/about>) or contacting us at Harlaxtonhistory@gmail.com

How we store your personal information

Your information is securely stored.

We keep data relevant to you on electronic files held securely by the research team and web master. Selected information is published via the Society web site and Facebook pages.

Should you express a desire for information relating to you to be deleted we will then dispose your information by wiping the relevant files and deleting relevant content from the web site and remove any social media posts.

Your data protection rights

Under data protection law, you have rights including:

Your right of access - You have the right to ask us for copies of your personal information.

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.

Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.

Your right to restriction of processing - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

Your right to object to processing - You have the the right to object to the processing of your personal information in certain circumstances.

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 Harlaxtonhistory@gmail.com if you wish to make a request.

How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us at Harlaxtonhistory@gmail.com or directly to the Chair of the Society whose details can be found on our web site <https://www.harlaxtonhistory.co.uk/about>

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>