

PRIVACY NOTICE

Members, Participants & Visitors

Club Name	Ventnor Cricket Club Limited
Version	1.0 Date: 13 April 2026
Approved by	<i>Executive Committee</i>
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- 1. Introduction..... 2
- 2. Who We Are (Data Controller)..... 2
- 3. Personal Data We Collect..... 2
 - 3.1 Standard Personal Data..... 2
 - 3.2 Special Category Personal Data..... 3
 - 3.3 Data Relating to Children 3
 - 3.4 Non-Members and Visitors 3
- 4. How and Why We Use Your Data..... 3
- 5. Who We Share Your Data With..... 4
 - 5.1 National Governing Body 4
 - 5.2 Third-Party Service Providers 4
 - 5.3 Fellow Members..... 5
 - 5.4 Competition Organisers and Other Clubs 5
 - 5.5 Legal Disclosure 5
- 6. International Transfers of Data 5
- 7. How Long We Keep Your Data 5
- 8. How We Protect Your Data 6
- 9. Your Rights Under UK GDPR..... 6
- 10. Sources of Your Data 7
- 11. Consequences of Not Providing Data..... 8
- 12. Club Website and Cookies..... 8
- 13. Changes to This Notice..... 8
- 14. How to Contact Us..... 8
- Annex A — Completion Checklist..... **Error! Bookmark not defined.**

1. Introduction

Ventnor CC ("the Club") is committed to protecting the privacy and personal data of all its members, participants, visitors and other individuals with whom it interacts. This Privacy Notice explains what personal data the Club collects about you, why it is collected, how it is used and stored, with whom it may be shared, and what rights you have in relation to that data.

This notice is issued in accordance with the UK General Data Protection Regulation ("UK GDPR") and the Data Protection Act 2018 ("DPA 2018"). It applies to all current and prospective members, registered participants, visiting players, guests and volunteers of the Club.

This notice should be read alongside any specific consent forms or supplementary notices provided to you at the time your personal data is collected.

2. Who We Are (Data Controller)

The Data Controller for your personal data is:

Club name	<i>Ventnor Cricket Club Limited</i>
Legal structure	<i>Charitable incorporated organisation (charity no. 1141876)</i>
Registered / principal address	<i>Steephill Ground, Steephill Road, Ventnor, Isle of Wight, PO38 1UF</i>
[Data Contacts]Company Secretary/Membership Manager	<i>Bill Nichols, facilitiesandhire@ventnorcc.co.uk; Amelia Mills, membershipmanager@ventnorcc.co.uk</i>
Website	<i>www.ventnorcc.co.uk</i>
National Governing Body affiliation	<i>England & Wales Cricket Board (ECB)</i>

Data Protection Officer (DPO): The Club has not appointed a formal DPO as it is not required to do so under Article 37 UK GDPR. The Club Committee is collectively responsible for data protection compliance. All data-related queries should be directed to the Company Secretary or Membership Manager at the contact details above.

3. Personal Data We Collect

The Club may collect and process the following categories of personal data:

3.1 Standard Personal Data

- Full name and date of birth
- Postal address, email address and telephone number(s)
- Gender (where required for competition or insurance purposes)
- Emergency contact name and telephone number

- Membership category and start date
- Financial information relating to membership subscriptions and other payments (e.g. payment history, bank details held by our payment processor)
- Performance, competition and results data (e.g. times, scores, rankings, handicaps, qualifications)
- Photographic or video images taken at club events or training sessions
- Committee roles, volunteer history and service to the Club
- Communication preferences

3.2 Special Category Personal Data

In certain circumstances, we may collect **special category data** which requires a higher level of protection. This may include:

- Health and medical information (e.g. relevant conditions, disabilities or medications) where necessary to ensure safe participation or to make reasonable adjustments
- Information about disability or access requirements to facilitate participation

We will always obtain your explicit written consent before collecting or processing special category data, and will explain the specific purpose at that time.

3.3 Data Relating to Children

Where the Club has junior members (under 18 years of age), personal data will be collected from a parent or guardian who must provide consent on the child's behalf. A separate Child Safeguarding Policy applies to the processing of children's data.

3.4 Non-Members and Visitors

From time to time, the Club may collect limited personal data from non-members, for example, individuals completing a health disclaimer or pay-and-play visitors. Such data will be held only for as long as necessary (typically no more than 30 days following the event) and will then be securely destroyed.

4. How and Why We Use Your Data

The Club processes your personal data for the following purposes, each supported by a specific lawful basis under UK GDPR Article 6 (and, where applicable, Article 9):

Purpose	Lawful Basis (UK GDPR)	Data Involved
Administering membership registration and renewals	Contract (Art. 6(1)(b))	Name, contact details, DOB, membership category, payment info
Processing membership subscriptions and other payments	Contract (Art. 6(1)(b))	Name, payment details
Organising training sessions, fixtures, leagues and competitions	Contract / Legitimate Interests (Art. 6(1)(b)(f))	Name, contact details, performance data
Sharing data with coaches, officials and team managers to manage participation	Legitimate Interests (Art. 6(1)(f))	Name, contact details, performance data
Communicating club news, results, activities and committee updates	Legitimate Interests (Art. 6(1)(f))	Name, email / postal address

Sending marketing communications about club events, merchandise or sponsors	Consent (Art. 6(1)(a))	Name, email address
Publishing competition results on the Club website or NGB platforms	Legitimate Interests (Art. 6(1)(f))	Name, competition results
Submitting data to the National Governing Body as required by affiliation	Legal Obligation / Contract (Art. 6(1)(b)(c))	Athletics / sports registration data
Processing health / medical data to ensure safe participation	Explicit Consent (Art. 9(2)(a))	Health / medical information
Emergency contact notification	Vital Interests (Art. 6(1)(d))	Emergency contact name and number
Funding applications and reporting to grant bodies (anonymised where possible)	Legitimate Interests (Art. 6(1)(f))	Anonymised participation data
Insurance administration and claims	Legal Obligation / Legitimate Interests (Art. 6(1)(c)(f))	Name, DOB, incident details
Safeguarding and child protection	Legal Obligation / Vital Interests (Art. 6(1)(c)(d))	Children's and parent / guardian data
Compliance with legal or regulatory obligations	Legal Obligation (Art. 6(1)(c))	As required by law

Where we rely on **legitimate interests** as our lawful basis, we have assessed that our interests are not overridden by your interests or fundamental rights and freedoms. You have the right to object to processing carried out on this basis — see Section 9.

5. Who We Share Your Data With

The Club does not sell, rent or trade your personal data to third parties. We may share data only in the following circumstances:

5.1 National Governing Body

On becoming a playing member of the Club, you will also be registered with the national governing body (ECB). Your membership data will be shared with the NGB for the purposes of registration, affiliation and participation in sanctioned events – for example, via Play-Cricket. The ECB provides its own privacy notice setting out how it uses your data.

5.2 Third-Party Service Providers

We may share data with carefully selected third-party processors who provide services on our behalf, including for example but not limited to:

- *Membership management software, e.g. Spond, Play-Cricket* — for member records and communications
- *Payment processor, e.g. Dojo, Stripe* — for subscription and payment processing.

All third-party processors are required to process data only on our instructions and in accordance with UK GDPR. We maintain data processing agreements with each provider.

5.3 Fellow Members

The Club may make available a membership list (containing name, membership class and contact details) to fellow members through the clubhouse noticeboard or password-protected members' areas (e.g. on Spond), to facilitate contact between members and the arrangement of activities. You have the right to request that your contact details be excluded from such lists; please make contact with the Membership Manager.

5.4 Competition Organisers and Other Clubs

Where you enter competitions, leagues or representative fixtures, we may share relevant data with responsible county boards, league administrators and/or competition organisers. Competition results may be published on the Club website, the NGB website and/or third-party results platforms such as Play-Cricket.

5.5 Legal Disclosure

We may disclose personal data where required to do so by law, by a court order, or by a competent regulatory or law enforcement authority.

6. International Transfers of Data

The Club's data is generally held on servers located in the United Kingdom or the European Economic Area (EEA). Where any of our third-party service providers host or process data outside the UK/EEA, we take steps to ensure appropriate safeguards are in place, such as the UK Addendum to the EU Standard Contractual Clauses or equivalent adequacy decisions, in accordance with Chapter V of UK GDPR.

Our membership management platform, Spond, may transfer data to servers outside the UK, including to the USA. Such transfers are safeguarded by the UK International Data Transfer Agreement (UK IDTA), being the UK equivalent of the EU Standard Contractual Clauses.

7. How Long We Keep Your Data

The Club retains personal data only for as long as is necessary for the purposes set out in this notice or as required by law. The following retention schedule applies:

Category of Data	Retention Period	Reason
Active membership records	Duration of membership + 6 years	Limitation period for contractual claims; HMRC requirements
Financial / payment records	6 years from end of the relevant financial year	Tax and accounting obligations (HMRC)

Competition and results data	Indefinitely (as historical record)	Sport's legitimate interest in maintaining accurate historical records
Health / special category data	Duration of membership, then securely deleted	Data minimisation; explicit consent may be withdrawn at any time
Photographic / video material	3 years from date of capture, unless consent withdrawn earlier	Legitimate interest in promoting club activities
Junior member records	Until the member reaches 18 + 6 years, or end of membership + 6 years (whichever is longer)	Statutory limitation periods and safeguarding records
Non-member / visitor records (e.g. health disclaimers)	30 days following the event	Short-term operational need only
Volunteer and committee member records	Duration of role + 6 years	Contractual / governance obligations
Insurance and incident records	Minimum 7 years (or longer if a claim is outstanding)	Potential liability claims

After the applicable retention period, data will be securely deleted or anonymised. Backups containing personal data are subject to the same retention limits.

8. How We Protect Your Data

The Club takes the security of your personal data seriously. We have implemented appropriate technical and organisational measures to protect against unauthorised or unlawful processing, accidental loss, destruction or damage. These include:

- Restricting access to personal data to those committee members and volunteers who need it to carry out their role
- [Password protection](#) of devices and digital files containing personal data
- Use of GDPR-compliant third-party platforms for member management (see Section 5.2) with appropriate data processing agreements in place

In the event of a personal data breach, the Club will assess the risk to individuals and, where required, report the breach to the Information Commissioner's Office (ICO) within 72 hours and notify affected individuals without undue delay.

9. Your Rights Under UK GDPR

As a data subject, you have the following rights under the UK GDPR. These rights are not absolute and may be subject to certain conditions and exemptions.

Your Right	What It Means
Right of access	You may request a copy of the personal data the Club holds about you (a Subject Access Request — SAR). The Club will respond within one calendar month of receiving the request.
Right to rectification	If any personal data we hold is inaccurate or incomplete, you may ask us to correct or complete it. We will respond within one calendar month.
Right to erasure ('right to be forgotten')	You may ask us to delete your personal data in certain circumstances, for example where we no longer need it, or where you withdraw consent. This right does not apply where we have a legal obligation to retain the data.
Right to restriction of processing	You may ask us to restrict the processing of your data in certain circumstances, for example whilst a query about its accuracy is resolved.
Right to data portability	Where processing is based on your consent or a contract, and is carried out by automated means, you may ask us to provide your data in a structured, commonly used, machine-readable format.
Right to object	You have the right to object to processing based on legitimate interests or for direct marketing purposes. Where the objection relates to direct marketing, we will stop processing immediately. For other objections, we will assess the grounds and respond within one calendar month.
Right to withdraw consent	Where processing is based on your consent, you may withdraw that consent at any time without affecting the lawfulness of processing carried out before withdrawal. Withdrawal of consent may affect your ability to participate in certain club activities.
Rights related to automated decision-making	We do not carry out purely automated decision-making that produces legal or similarly significant effects. Draws and schedules may be produced by software but involve human oversight.

To exercise any of these rights, please contact: Company Secretary (facilitiesandhire@ventnorcc.co.uk). There is no charge for exercising your rights. If we are unable to resolve your concern, you have the right to complain to the Information Commissioner's Office (ICO):

ICO website: ico.org.uk/make-a-complaint | ICO helpline: 0303 123 1113

10. Sources of Your Data

The primary source of personal data is the individual themselves, through membership application forms, event registration forms, email correspondence and verbal communication with club officers.

We may also receive data from the following sources:

- ECB — where you are already registered with the NGB, and we receive your registration data via an affiliated club transfer
- Hampshire Cricket Board/Isle of Wight Cricket Board — in connection with county or regional competition entries
- Third parties (e.g. parents / guardians providing data on behalf of junior members)

11. Consequences of Not Providing Data

You are not legally obliged to provide your personal data to the Club. However, if you do not provide the information necessary for membership registration, competition entry or participation in club activities, we may not be able to register your membership, enter you into competitions, provide coaching or training, or ensure your safety whilst on Club premises or at Club events.

12. Club Website and Cookies

The Club website at www.ventnorcc.co.uk may use cookies. Cookies are small text files placed on your device to collect standard internet log information and visitor behaviour data. We use this information to improve the website experience. Where cookies are used, a separate Cookie Notice is displayed on the website, and your consent is sought before non-essential cookies are placed.

The Club is not responsible for the privacy practices of third-party social media platforms (such as Facebook, Instagram or X/Twitter) linked from or used in connection with the Club. Please review those platforms' own privacy policies before submitting personal data through them.

13. Changes to This Notice

The Club may update this Privacy Notice from time to time to reflect changes in our practices, legal requirements or the services we provide. We will notify members of any significant changes by email and/or Spond message as well as publication on the Club's website. The current version of this notice is always available from the Company Secretary or Membership Manager and, where applicable, on the Club website.

This notice was last reviewed and approved in [April 2026](#).

14. How to Contact Us

If you have any queries, concerns or requests relating to your personal data or this Privacy Notice, please contact:

Data contact name / role	<i>Company Secretary, Bill Nichols; Membership Manager, Amelia Mills</i>
Email	facilitiesandhire@ventnorcc.co.uk ; membershipmanager@ventnorcc.co.uk
Telephone	N/A

Postal address

Steephill Ground, Steephill Road, Ventnor, Isle of Wight, PO38 1UF

ICO — Information Commissioner's Office: ico.org.uk | Helpline: 0303 123 1113