



Bringelly Privacy Statement

We generally operate in a 'business-to-business' environment but we also receive individual requests and personal data. We do our best to protect and respect your personal data. This statement explains how we collect that data, why we use it and how we keep it safe.

Who are we?

Bringelly specialise in providing services to support Community-Led Housing across the UK using our property and project management expertise. Our office is 16 Clifton Moor Business Village, James Nicolson Link, Clifton Moor, York, YO30 4XG. Tel: 01904 693785. For general queries, and queries in relation to data protection, email: info@bringelly.com.

How do we collect your information?

We obtain information about you when you contact us. For example, when you register on our website.

What types of information do we hold?

The information we collect might include your name, address, email address and phone numbers. We will store information on the services you have shown an interest in.

We also hold information on our projects, on behalf of our clients. This information is given to us by you as a client, a prospective client, or as member of our clients' project teams. We will store this information for use on the project to undertake our day-to-day business.

Why do we collect your information?

We only use your information in accordance with the law. This gives us various powers to use your data. These are effectively the reasons for our processing and are:

- To perform or take steps to enter a contract with you.
- For the purposes of our legitimate business interests. This includes being able to send you marketing.
- Compliance with a legal obligation.
- If you consent for us to do so.

Collecting and using your data will mean we are able to manage your instruction and process any requests you have and to provide you with relevant and topical information relating to your interests. For example, changes to our services or updating our contact details.

Data protection applies to personal data held about individuals. However, we will also do our best to secure and protect the contact details of our corporate contacts.

 www.bringelly.com

 16 Clifton Moor Business Village | James Nicolson Link | Clifton Moor | York | YO30 4XG

Vat No: 214 2047 56 | Company No: 07262997



Who has access to your information?

Staff of Bringelly will have controlled access to your information to enable us to provide you with our services.

We will not sell or rent your information to third parties. We will not share your information with third parties for them to market to you. We may pass your information to our third-party service providers, subcontractors and other associated organisations to provide services on our behalf. However, when we use third parties, we disclose only the personal information that is necessary to deliver the service and we require them to keep your information secure and not to use it for their own direct marketing purposes.

Your choices

You have a choice about whether and how you wish to receive information from us. You will be asked to make your preferences clear when we collect your information. This might be when you contact us using the online form. The accuracy of your information is important to us. Please use info@bringelly.com to update us or tell us about your change in preferences, as required.

You have various legal rights over your information which we will always respect. Further detail is available from the Information Commissioner. www.ico.org.uk

How do we protect your data?

We take several steps to protect your data. This includes robust IT security. All staff receive data protection training and our premises are secured. We have contracts with providers requiring them to protect your information.

Use of 'cookies' and automated decision making

Like most websites, Bringelly uses 'cookies'. Cookies are small pieces of information sent by an organisation to your computer and stored on your hard drive to allow that website to recognise you when you visit. Cookies make it possible for your browser to remember your setting and preferences. Cookies also collect statistical data about your browsing and do not identify you as an individual. This helps us to improve our website and deliver a more personalised service for you. We also use cookies to provide tailored advertising to you on other websites. We do not pass on your personal details to others in this way. It is possible to switch off cookies in your browser preferences.

We do not have systems that use your information for automated decision making.



IP addresses

An internet protocol (IP) address can allow us to track which organisations visit our webpages. We may use software to plan our services and provide information on what topics specific organisations may be interested in. We will not match IP addresses to an individual.

Links to other websites

Our website contains links to websites run by other organisations. This statement applies only to our site and we are not responsible for the policies and practices of other sites.

16 or Under?

We particularly wish to protect the privacy of children aged 16 or under. If you are aged 16 or under, please get your parent/guardian's permission before you provide us with personal information.

Review of this statement

We keep this statement under review as part of our overall Data Protection Policy. It was last updated in May 2018.

Posted on www.bringelly.com