

Privacy Policy

Last Updated 12/02/2019 | Version 1.1

Privacy and online safety are important to the Barlow Associates Limited (“the Company”). This policy explains how we may collect information about you and then how we use it. It also gives certain assurances on things that we will and what we will not do.

1. Data retention

We will keep your personal information for as long as you are a customer of the Company.

After you stop being a customer, we may keep your data for longer so we able to respond to any questions or complaints and to comply with any legal and accounting requirements.

2. Data transfers and the use of Data Sub Processors

The Company will not share Subject data with a third party not directly associated with the provision of services without their explicit consent. The Company will also not transfer Subject data to a third party country outside of the UK or EEA that is not compliant with the applicable data protection laws via adequacy agreement, Binding Corporate Rules or other legally appropriate means as defined by the Information Commissioner's Office without their explicit consent.

At the Company we make use of a number of third party organisations so that we can deliver services to our customers. Whilst the following list is not intended to be exhaustive, The Company typically only transfers the personal data relating to our customers, where required for the activities set out below, to the following third parties or Data Processors:

Supplier	Why?	Privacy Policy	Basis for processing
MailChimp	Email marketing	https://mailchimp.com/legal/privacy	Consent
Google	Analytics	https://policies.google.com/privacy	Legitimate Interests

By interacting with the Company as defined in this policy, the Subject provides their consent for this transfer and use of our Data Processors and their Data Sub-Processors, and for transfer to any other appropriate third party Data Processor for the purposes of delivery of the Services and customer relationship management activities.

3. Commitment to confidentiality and security of processing

The Company uses appropriate technical and organisational security measures within our sphere of responsibility to ensure an appropriate level of confidentiality and integrity.

Should there be a concern regarding a possible security incident or data breach, please email kay@packingtonestate.co.uk.

4. Get in touch

You have the right to ask us not to process your personal data for marketing purposes. We will usually inform you (before collecting your data) if we intend to use your data for such purposes or if we intend to disclose your information to any third party for such purposes. You can exercise your right to prevent such processing by checking certain boxes on the forms we use to collect your data. You can also exercise the right at any time, or discuss any other data protection matters with us, by contacting us at kay@packingtonestate.co.uk or write to Barlow Associates Limited, Packington Hall, Meriden, Warwickshire, CV7 7HF.

Data Subjects, Controllers or any other concerned parties wishing to discuss matters relating to data protection, such as a Subject Access Request or concern over accuracy of collected data, please email kay@packingtonestate.co.uk or write to Barlow Associates Limited, Packington Hall, Meriden, Warwickshire, CV7 7HF. The email address is monitored within working hours and you should receive a reply within 14 working days.