

Privacy Notice

Introduction This policy explains when and why we collect personal information about people who contact us, how we use it, and how we keep it secure. We may change this Policy from time to time, by using our website, and disclosing your information to us, you're agreeing to be bound by this Policy.

Who we are? We're Collective Community Planning Ltd, a registered company (12190918). We're committed to respecting the privacy rights of visitors to our websites.

How do we collect information from you? We obtain information about you if you choose to sign up to receive further information from us via our website, if you sign up to our e-newsletters, or via phone or social media enquiries.

What type of information is collected? Information that we collect may include your name and address, email address, phone details and any relevant information to assist with your building of development project, relating to chartered town planning and associated services or the development of a neighbourhood plan.

Your Personal Data is kept within the Company's secure IT system. We don't disclose this information to third parties.

How do we use personal information? We'll use this information with the objective to aim to assist you with your forthcoming project usually relating to our planning and associated multi-disciplinary services, this could include updating you about our company and services from time to time via communications.

We'll review our retention periods for company and/or personal information regularly, we'll retain this information whilst we have a relationship with you. We'll ensure we'll suitably and responsibly archive or delete your information once this relationship ceases. If you unsubscribe – we'll take you off our communications lists. This opting out can also be done in writing and sent to hello@collectivecommunityplanning.co.uk

What legal basis do we have for processing your personal data? Via consent at the initial point of enquiry. If you unsubscribe then we'll take you off our mailing lists and database.

How to contact us?

Post: 55 Bussey Bridge, Bergh Apton, Norwich, NR15 1DF

Email: hello@collectivecommunityplanning.co.uk

Phone: 01603 972553



Further information and guidelines on your personal data rights can be found at Information Commissioners Website at www.ico.org.uk

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