

What type of information do we collect?

Pymore Village Management Company (PVMC) collects information via the PVMC website, village residents and PVMC accountants.

PVMC Website

We do not collect any personal information from visitors to the PVMC website. We do however use cookies to customise our web pages and services accordingly. A cookie consists of information sent by a web server to a web browser and stored by the browser in your computer. Cookies do not collect any personal data stored on your hard drive or computer.

PVMC Board

Limited personal information, (e.g. name, address) is collected by PVMC accountants W M Burrough & Company during the resident property purchase process, and email ID may be collected by the PVMC Board during day-to-day communication with residents.

Why we collect such information

The information we collect is used to operate and improve the service we offer you.

PVMC Website

We collect website visitor IP addresses to create aggregated statistical data, which may be used to provide and improve our website services, such as performance management and content layout/improvement.

PVMC Board

Personal information (resident name and address) is obtained by PVMC accountants from resident solicitors during the initial property purchase process. PVMC accountants use this data to process appropriate legal documentation (E.G. Deed of Covenant, Notice of Transfer, Share Certificate), issue estate service charges, and to fulfil our legal obligation to provide shareholder information to Companies House.

PVMC accountants provide new resident information to the PVMC Board who use it to issue welcome letters, provide details of the PVMC website and to keep track of current shareholders. We may also use this information to contact you to provide information pertinent to the village and its surrounding environs, or updates/changes to the operation of PVMC.

Your personal information is not shared to any third party other than those mentioned above.

Under the UK General Data Protection Regulation (UK GDPR), the lawful bases we rely on for processing this information are:

- 1) **We have a contractual obligation.**
- 2) **We have a legal obligation.**
- 3) **We have a legitimate interest.**

How we store your personal information

PVMC Website

The PVMC website is hosted on a secure platform.

PVMC Board

Resident personal information is kept securely electronically. We will only keep this data for the purpose it was collected for and only for as long as is necessary to fulfil the purposes we collected it for (E.G., satisfying any legal, accounting or reporting requirements), after which it will be deleted.

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 any 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 get in touch with us at the contact details shown below if you wish to make a request.

How you can withdraw your consent

If you have any questions or concerns about our use of your data, you can contact us by writing to:

PVMC Ltd
C/O M W BURROUGH & COMPANY
PYMORE VILLAGE MANAGEMENT COMPANY LTD
10 SOUTH STREET,
BRIDPORT, DORSET,
DT6 3NJ

You can also contact the ICO if unhappy with how we have used your data. Their address is:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow, Cheshire
SK9 5AF

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>

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