

Privacy Policy

This statement sets out how Richard Nicholson Arboricultural Planning Consultant (RNAPC) uses your personal data.

Your acceptance of this policy, and my right to change it

By using my website or providing your information you consent to me collecting and using the information you provide in the ways set out in this policy. If you do not agree to this policy, please do not use my site or services. I may make changes to this policy from time to time. If I do so, I will post the changes on this page and they will apply from the time I post them.

Defining personal data

Personal data is information that can be used to help identify an individual, such as name, address, phone number or email address.

The Policy

This policy applies to my website, my use of emails for marketing purposes, and any other methods I use for collecting information. It covers what I collect and why, what I do with the information, what I won't do with the information, and what rights you have.

What information do I collect and why?

I will only ever collect the information I need – including data that will be useful to help improve my services. I collect personal information such as name, postal address, phone number and email address. I collect this information in connection with specific Planning projects. The information is either needed to fulfil your request or to enable me to provide you with a more personalised service. You don't have to disclose any of this information to browse my site. However, if you do choose to withhold requested information, I may not be able to provide you with certain services.

Mobile 07964 865189
email richard@rnapc.co.uk
www.rnapc.co.uk

14 Main Road, Tolpuddle, Dorchester, Dorset DT2 7EW

What do I do with the information?

I will use the information you provide to:

- fulfil your requests as a client instructing RNAPC
- record any contact I have with you
- communicate with you
- if you have subscribed, provide you with copies of the occasional newsletter

Sharing your information

I will only share your information if:

- I am legally required to do so, e.g. by a law enforcement agency legitimately exercising a power or if compelled by an order of the Court
- I believe it is necessary to protect or defend my rights, property or the personal safety of visitors to my premises or website
- I am working with a professional partner as part of a Planning application project.

Storing your information

Information is stored on computer and on encrypted servers. I make every effort to protect against the loss, misuse and alteration of personal data under my control. This includes the use of encrypted email, VPN and cloud storage. When I no longer need information I will always dispose of it securely in line with legislation.

What I don't do with your information

I never sell or share your information to other organisations to use for their own purposes.

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Your rights

The General Data Protection Regulations (GDPR) 2018 gives you certain rights over your data and how I use it. These include:

1. Right to be informed – transparency over use of personal data, typically through a privacy notice
2. Right of access – a copy of their data must be provided within one calendar month of the request being received
3. Right of rectification in the event that data is inaccurate or incomplete
4. Right to erasure of all personal data held on a subject, where certain conditions apply
5. Right to restrict processing to storage of data only
6. Right to data portability – data subject has a right to a copy of their data in a common format
7. Right to object to processing based on legitimate interest
8. Right not to be subject to automatic decision making, including profiling

If you wish to exercise any of these rights please contact me:

richard@rnapc.co.uk

Cookies

Most browsers allow you to reject all cookies. Blocking all cookies might, however, have a negative impact upon the usability of many websites, including mine.

Links to third party websites

This privacy policy only governs my website and I am not responsible for the privacy policies that govern third party websites even where I have provided links to them.

Questions?

If you have any questions about this policy or how I use data please contact me: richard@rnapc.co.uk

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