This privacy policy sets out how Pikedaw Ltd uses and protects any information that you give Pikedaw Ltd when you use this website.

Pikedaw Ltd is committed to ensuring that your privacy is protected and that we are taking appropriate steps to comply with the General Data Protection Regulations (GDPR) which replaces the Data Protection Act 1998. Should we ask you to provide certain information by which you can be identified when using this website, then you can be assured that it will only be used in accordance with this privacy statement.

Pikedaw Ltd may change this policy by updating this page. You should check this page from time to time to ensure that you are happy with any changes. This policy is effective from 30 December 2022.

#### What we collect

We may collect the following information:

 Name, Address, email address and telephone number when completing the online enquiry form or making a phone enquiry.

## What we do with the information we gather

We require this information to understand who is booking our accommodation, and in particular for the following reasons:

- Internal record keeping..
- We may periodically send promotional emails about special offers or other information which we think you may find interesting using the email address which you have provided.

## Security

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

### How we use cookies

A cookie is a small file which asks permission to be placed on your computer's hard drive. By continuing to use this site you agree to a file being added. This site uses cookies to anonymously analyse web traffic and to allow users to log into the member areas.

We use traffic log cookies to identify which pages are being used. This helps us analyse data about web page traffic and improve our website in order to tailor it to visitors needs. We only use this information for statistical analysis.

Overall, cookies help us provide you with a better website, by enabling us to monitor which pages you find useful and which you do not. A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us.

You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. This may prevent you from taking full advantage of the website.

# Controlling your personal information

You may choose to restrict the collection or use of your personal information in the following ways:

• If you have previously agreed to us using your personal information for direct marketing purposes, you may change your mind at any time by writing to or **emailing us**.

We will not sell, distribute or lease your personal information to third parties unless we are required by law to do so. We may use your personal information to send you promotional information about third parties which we think you may find interesting if you tell us that you wish this to happen.

You may request details of personal information which we hold about you under the General Data Protection Regulations. If you would like a copy of the information held on you please write to Pikedawltd@btinternet.com.

If you believe that any information we are holding on you is incorrect or incomplete, please email us as soon as possible, at the above address. We will promptly correct any information found to be incorrect.

If you have a complaint on how we have handled your personal data, you can have the matter investigated by emailing pikedawltd@btinternet.com. If you are not satisfied with our response you can complain to the Information Commissioner's Office <a href="https://ico.org.uk">https://ico.org.uk</a>.

## How long we keep your data

The personal data we hold will be kept until it is no longer needed, after which time it will be destroyed. Where we have statutory or regulatory obligations we may need to retain your data for a longer period.