



## PRIVACY POLICY

*Smith & Sons (Bletchington) Limited (Smiths Bletchington) is a long established, independent family run Company serving the construction and allied industries in Oxfordshire and the surrounding counties. Our core business is the production, marketing and distribution of primary and recycled aggregates, supported by inert waste management, plant hire, construction and the operation of coarse fishing lakes.*

Smiths Bletchington is committed to undertaking its business activities responsibly and sustainably, meeting the needs of customers, employees and other stakeholders, while managing the social and environmental impacts of our activities.

### INTRODUCTION:

This is our Privacy Policy. It tells you how we collect and process data received from you on our site. If you have any comments on this Privacy Policy please email them to [annmarie@smithsbletchington.co.uk](mailto:annmarie@smithsbletchington.co.uk).

### WHO WE ARE:

Here are the details that the Data Protection Act 1998 says we have to give you as a 'data controller':

Our site is [www.smithsbletchington.co.uk](http://www.smithsbletchington.co.uk).

Our company name is Smith & Sons (Bletchington) Limited.

Our registered office address is Enslow, Kidlington, Oxfordshire OX5 3AY

### INFORMATION YOU GIVE US:

You may give us information about you by submitting an online enquiry on our site [www.smithsbletchington.co.uk](http://www.smithsbletchington.co.uk) (Our Site) or by corresponding with us by phone, email or otherwise. This includes information you provide when you use Our Site, and when you report a problem with Our Site. The information you give us may include your name, address, email address and phone number.

### WHAT WE MAY COLLECT:

We may collect and process the following data about you:

- Information you submit to us on Our Site at any time.
- A record of any correspondence between us.
- Details of your visits to Our Site and the resources you use.
- Information about your computer (eg your IP address, browser, operating system, etc) for system administration and to report aggregate information to our advertisers.

Please note that we do not share customer details with any third parties without your consent. Cookies:

We use cookies to distinguish users and improve Our Site. Please look at our Cookie Policy for more cookie information on the 'About Us' section of our website: [www.smithsbletchington.co.uk](http://www.smithsbletchington.co.uk).



#### **HOW WE USE WHAT WE COLLECT:**

We may use information about you to:

- Present site content effectively to you.
- Provide information, products and services that you request, or (with your consent) which we think may interest you.
- Carry out our contracts with you.
- Tell you our charges.
- Tell you about other goods and services that might interest you.

If you are already our customer, we will only contact you electronically about things similar to what was previously sold to you.

If you are a new customer, you will only be contacted if you agree to it.

If you do not want to be contacted for marketing purposes, please tick the relevant box that you will find on screen.

#### **WHERE WE STORE YOUR DATA:**

We will not transfer your collected data to storage outside the European Economic Area (EEA).

By giving us your personal data to fulfil your order or to allow us to provide services to you, we will do what we reasonably can to keep your data secure.

Although we try to provide protection, we cannot guarantee complete security for your data, and you take the risk that any sending of that data turns out to be not secure despite our reasonable efforts.

#### **DISCLOSING YOUR INFORMATION:**

We are allowed to disclose your information in the following cases:

- If we want to sell our business, or our company, we can disclose it to the potential buyer.
- We can disclose it to other businesses in our group.
- We can disclose it if we have a legal obligation to do so, or in order to protect other people's property, safety or rights.
- We can exchange information with others to protect against fraud or credit risks.

#### **YOUR RIGHTS:**

You can ask us not to use your data for marketing. You can do this by ticking the relevant boxes or by contacting us at any time at [annmarie@smithsbletchington.co.uk](mailto:annmarie@smithsbletchington.co.uk).

The Data Protection Act 1998 gives you the right to see information we hold about you. We can charge you a fee (currently £10) for this service.

#### **LINKS TO OTHER SITES:**

Please note that our terms and conditions and our policies will not apply to other websites that you get to via a link from our site.

#### **CHANGES:**

If we change our Privacy Policy, we will post the changes on this page. If we decide to, we may also email you.

A W Smith  
Joint Managing Director

14 December 2017