

Brockwell Gate Management Company Limited (BGMCL) - Privacy Policy

Who we are:

BGMCL manages private residential accommodation comprising 57 houses and 116 flats at Brockwell Gate development, London, SW2, under lease from the development's freeholder. BGMCL respects the privacy of its shareholder-owners. In this privacy policy we will set out when and why we collect personal data and how we use it, and the limited conditions under which we may disclose personal data to others.

Types of Data we collect:

As part of the ongoing management and maintenance of the Brockwell Gate development we have a legitimate interest to collect and hold shareholders' contact details. The information that BGMCL collects includes shareholder names, addresses and contact details.

Data storage:

All shareholders personal data is securely stored digitally and physically by BGMCL. Data storage arrangements will be reviewed by BGMCL on a regular basis.

Data retention:

BGMCL will retain shareholders data for the period of ownership of property on the development and for a period of up to six years following sale of property, for example if an additional service charge that relates to the period of tenure becomes payable at a later date.

Data sharing:

BGMCL utilises contractors in the day to day management of the development. We will always check with shareholders before sharing personal data with contractors.

BGMCL will also ask your consent before sharing your personal data with other shareholders, for example in the event of emergencies and leaks.

BGMCL administers a Brockwell Gate shareholders google group to notify shareholders as a group by email about relevant issues, including maintenance works on the development and Annual General Meeting. On purchase of your property, we will ask your consent to add your email address to this group (note - there is a separate residents google group which is administered by Google, and not by BGMCL).

BGMCL may share your personal details with third parties for the recovery of service charge arrears. We will notify you before doing so.

BGMCL is legally obliged to submit an annual return to Companies House, which includes a list of current shareholder names.

Brockwell Gate Management Company Limited
www.brockwellgate.co.uk

Address for correspondence: PO Box 41067, London, SW2 2XZ

Registered address: 128-136 High Street, Edgware, HA8 7TT, United Kingdom

Registered in England with company number 3821872

Access to Data:

Under the GDPR changes on 25.05.2018, the shareholder has the right to amend or delete any of their personal data that BGMCL holds at any time. Please submit requests to:

info@brockwellgate.co.uk

Changes to Privacy policy:

BGMCL will periodically review and update this policy as required.

Version of 16.05.18

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