DEVONSHIRE HOUSE
FLEXIBLE WORKSPACE

Last Updated : 23rd September 2026

PRIVACY POLICY

Fairlight Devonshire Ltd
Company Number: 08421028
Registered Address: Commercial House, 2/2a Newman Road, Bromley, England, BR1 1RJ

1. Introduction

Fairlight Devonshire Ltd respects your privacy and is committed to protecting your personal data. This privacy policy explains how we collect, use, store and protect personal data when you visit and use our website, www.devonshirehse.co.uk ("Our Site"), or contact us in connection with Our Site.

When we refer to "Fairlight Devonshire Ltd t/a Devonshire House Flexible Workspace", "us", "our", or "we" within this privacy policy, we are referring to the company "Fairlight Devonshire Ltd" of the registered address Commercial House, 2/2A Newman Road, Bromley, BR1 1RJ, the associated website, and any associated services or features which may be made available to you from this website.

We are committed to complying with applicable UK data protection legislation, including the UK General Data Protection Regulation (GDPR), and the Data Protection Act 2018 and where applicable, the Privacy and Electronic Commuincations Regulations 2003 (PECR) therefore this privacy policy may change from time to time in line with legislation or industry developments. Any updated version will be published on this page and will include the date on which it was last updated. We recommend checking this page periodically for any changes.

Our site is owned and operated by:

Fairlight Devonshire Ltd
Company Number: 08421028
Registered Address: Commercial House, 2/2a Newman Road, Bromley, England, BR1 1RJ
VAT Number: 169086180

For data protection and privacy enquiries, please contact us using the details provided in the Contact Us section.

2. What Information Do We Collect?

When you contact Fairlight Devonshire Ltd by email, telephone, or through a contact or enquiry form on Our Site, we may collect basic personal data . This may include your name, email address, telephone number, company or organisation details, information contained in your correspondence or enquiry, and any other information you choose to provide to us.

When you use Our Site, we may also collect certain technical and usage information automatically, such as information about your device, browser and how you interact with Our Site. We may use cookies and similar technologies to operate the website, remember your preferences and, where the required consent has been obtained, analyse website traffic and usage.

We may also receive personal data from third-party service providers that support our website and business, such as hosting, analytics, email, communications and IT providers. The type of information received will depend on the particular service and how you interact with us.

3. How do we use your information?

We use the personal data we collect to respond to your enquiries, communicate with you and provide any information about our services. Where appropriate, we may also use your information to arrange meetings, viewings or any other services you have requested and to manage our ongoing relationship with you.

We may use personal data to operate, maintain and secure Our Site and our systems, maintain appropriate business and communication records, and understand how visitors use Our Site so that we can improve its content, functionality and user experience.

Where you have provided the required consent, we may also use information collected through analytics technologies to understand website traffic and visitor behaviour.

We will retain your personal data for a period where it is necessary to continue operating our business effectively.

We may also use your personal data where necessary to comply with our legal, regulatory or professional obligations, or to establish, exercise our legal rights and claims.

4. What Information do we share?

We do not sell or rent your personal data. We may share your personal data with trusted third parties where this is necessary to operate our business, provide our services or support Our Site. This may include website hosting and technical service providers, website analytics providers, email and communication providers, IT and systems support providers, professional advisers and other service providers acting on our behalf.

We may also disclose personal data where required to do so by law, regulation or a legal process, or where necessary to establish, exercise or defend our legal rights or claims.

Where third-party service providers process personal data on our behalf, we will take appropriate steps to ensure that they process your information in accordance with applicable data protection law and only for authorised purposes.

We will only share or disclose personal data where we have a lawful basis to do so.

5. How do we secure your information?

We take appropriate technical and organisational measures to protect the personal data we hold against unauthorised access, accidental loss, misuse, alteration, disclosure or destruction.

These measures may include access controls, password protection, secure storage, restricting access to personal data to those who have a legitimate business need to use it, and appropriate security measures for our IT systems.

We regularly review our security practices and take reasonable steps to ensure that personal data is handled securely and in accordance with applicable data protection requirements.

However, no method of transmitting or storing information electronically can be guaranteed to be completely secure. While we take appropriate measures to protect your personal data, we cannot guarantee the absolute security of information transmitted to or through Our Site.

6. Third Party Websites

Our Site may contain links to websites, applications or services operated by third parties. These third-party websites and services are not controlled or operated by Fairlight Devonshire Ltd and may have their own privacy and cookie policies.

If you choose to access a third-party website or service, any personal data you provide will be handled in accordance with that third party's privacy policy. We recommend reviewing the relevant privacy and cookie policies before providing any personal information.

We are not responsible for the privacy practices, content or security of third-party websites or services.

7. Our Lawful Basis for Using Your Information

We will only collect and use your personal data where we have a lawful basis to do so under applicable data protection law.

Depending on the circumstances, we may process your personal data where it is necessary for our legitimate interests, such as responding to enquiries, managing communications, operating and developing our business, maintaining our website and systems, and maintaining appropriate business records.

We may also process your personal data where it is necessary to enter into or perform a contract with you, where we are required to do so to comply with a legal or regulatory obligation, or where you have provided your consent to a particular use of your personal data.

Where we rely on your consent, you may withdraw your consent at any time. Withdrawal of consent does not affect the lawfulness of processing carried out before consent was withdrawn.

8. How Long Do We Keep Your Information?

We will retain your personal data only for as long as reasonably necessary for the purposes for which it was collected, including dealing with enquiries, providing our services, maintaining appropriate business records and complying with our legal and regulatory obligations.

The length of time we retain personal data will depend on the nature of the information, the purpose of which it was collected and any legal, regulatory or business requirements that apply.

When personal data is no longer required, we will securely delete it or otherwise dispose of it appropriately.

9. Cookies and Analytics

Our Site uses cookies and similar technologies. Cookies are small text files or similar technologies that allow information to be stored on, or accessed from, your device.

We may use cookies to help Our Site operate correctly remember your preferences and understand how visitors interact with the website. We may also use analytics technologies to obtain information about website traffic and visitor behaviour.

Some cookies may be strictly necessary for the operation of Our Site or for remembering your privacy preferences. Other cookies, including certain analytics cookies, are not strictly necessary and will only be used where the appropriate consent has been obtained.

Where the consent is required, you can choose whether to accept or decline non-essential cookies.

10. International Transfers

We aim, where reasonably possible, to use service providers and systems that process personal data within the UK.

However, some service providers or technologies used by us may involve the processing or transfer of personal data outside the UK. Where personal data is transferred outside the UK, we will ensure that the transfer is made in accordance with the applicable UK data protection legislation and that appropriate safeguards are in place where required.

11. Your Data Protection Rights

Depending on the circumstances and subject to applicable legal conditions and exemptions, you may have rights in relation to your personal data. These may include the right to request access to the personal data we hold about you, request correction of inaccurate or incomplete information, request erasure of your personal data, request restriction of processing, object to certain processing and request the transfer of your personal data in certain circumstances.

Where we process your personal data based on your consent, you have the right to withdraw that consent at any time.

These rights are not absolute and may not apply in every circumstance. If you wish to exercise any of your data protection rights, please contact us using the details provided in the Contact Us section.

12. Complaints

If you have any concerns about how we collect or use your personal data, please contact us in the first instance using the details provided in the Contact Us section. We will consider your concerns and try to resolve them.

You also have the right to make a complaint to the Information Commissioner's Office (ICO), the UK's independent supervisory authority for data protection.

13. Contact Us

If you have any questions about this Privacy Policy, how we use your personal data, or wish to exercise your data protection rights, please contact us:

Fairlight Devonshire Ltd
Commercial House
2/2a Newman Road
Bromley
Kent
BR1 1RJ

Email: enquiries@devonshirehse.co.uk
Telephone: 0203 700 8800

When contacting us about your personal data, please provide sufficient information to help us identify you and understand your request.