

## Information Security – Cookie Policy

Cookies are small text files that are placed on your computer by websites that you visit.

They are widely used to make websites work, or work more efficiently, as well as to provide information to the owners of the site. You may delete and block some or all cookies from this site, but parts of the site may not work as a result.

We don't use cookies to track people's Internet usage after leaving our sites and we don't store personal information in them that others could read and understand. We **will not** sell or distribute cookie information.

Most web browsers allow some control of most cookies through the browser settings. To enable or disable cookies, follow the instructions provided by your browser - usually located within the "Help", "Tools" or "Edit" facility.

### Types of Cookies We Use

**Strictly Necessary Cookies** - these cookies are essential for our online services and tools to work. They collect or record information that we need to make our site work. These cookies only last for a single browsing session – when you leave our site, they are removed.

**Performance Cookies** - these cookies help us to monitor and improve how our website works. Common uses for this type of cookie include:

- Collecting information about which pages visitors go to most often.
- Noting if visitors get any error messages from web pages.
- Understanding which links visitors like to follow and which they choose not to.

The information collected using these cookies is anonymous and cannot be used to identify an individual visitor. The information we store in these cookies is encrypted so that only we can read it. The Company reserves the right to amend this policy, at its sole discretion, to meet the business needs of the Company or to comply with regulatory requirements.

Stuart Kedward  
Director  
10<sup>th</sup> January 2023