

Dear Members

Welcome to the ASCC newsletter.

Congratulations to Denise Laver who organised the most fabulous street party in Hale on Sunday to celebrate the Kings Coronation.

Hale was absolutely packed and Denise and her team of helpers did an amazing job. The businesses all supported Denise with food and raffle prizes, it was a real community effort.



Sigiriya opened to provide breakfast for the early bird volunteers with the owner staying to prepare this after service at 2am !

Big well done to all involved !

Very best wishes

Sue xx

Chamber News



Altrincham and Sale Chamber of Commerce Forthcoming Events

<https://altrinchamandsalechamber.co.uk/events/>

Presidents Welcome – 19th May 2023 at Jardim, Altrincham from 1830 onwards. No charge for this event

Breakfast Matters Event – Thursday 1st June 2023, Cresta Court Hotel. 8:30 – 10:00
Our speaker this month is Karl Morris – Action Coach.

10 Nov 2023

Chamber Business Awards at The Point, Lancashire County Cricket, Old Trafford

You Chamber membership.....

Marketing Opportunities

Marketing Materials at Breakfast Meetings

Now we are all back to meeting in person we are delighted to display members banners, marketing literature and promotional items at our Breakfast Meetings (the first Thursday of each month 0830). Any Chamber member is welcome to bring along materials to display in the room at the Cresta Court.

Chamber Membership Benefits

Chamber UK GDPR Health Checks – **Free of Charge**

As part of Chamber membership, we provided new members with a “UK GDPR Health Check”. This check is provided by Sam Alford of PPP Management Ltd and includes confirming your ICO registration is up to date, checks on your website and cookie notices and a review of your privacy notice to see that it complies with the latest guidance. We are pleased to announce that Sam will now provide this health check for current/existing Chamber members and is in the process of working through our membership list. You can expect an email from Helen in the office sometime after you renew your membership with the results of your Company’s UK GDPR Health Check.

Showcase your Business.

Any member who would like to host an evening social either at their premises or in a local venue, please contact Helen in the office 0161 941 3250. This entails providing wine/beer and nibbles but gives you the opportunity to welcome both chamber members and guests into your business and tell them your story.

Thursday Thoughts – 4th May 2023

I often start my presentations with a picture illustrating the phrase “Data Protection is a Journey not a destination”. We will never be 100% compliant nor will we be 100% safe so it is as well to take few things on trust these days. Understanding our rights around our own data, what we should do with others data and where to find help are key. The Cyber threat is at an all time high and so for Thursday Thoughts in the week of the Coronation and the lead up to Eurovision will concentrate on cyber risks for small businesses and us all as individuals. Of course there will also be the usual updates on fines and all matters data protection. I offered to speak at this morning’s Altrincham and Sale Chamber of Commerce Breakfast Matters in place of the speaker from NWCRC as he was unavailable. Big shoes to fill but the content was well received and we were all talking about some of the issues well after the presentation. So I decided to base this Thursday Thoughts on things that resonated in the meeting as well as some ideas that arose at other recent training sessions.

Guest Blog of the week

National Cyber Security Centre – New CyberFlix Video Learning Resource for 11-14 Year Olds

Latest NW Cyber Resilience Team Advice

DI Dan Giannasi from the North West Cyber Resilience team has issued the following advice “We strongly advise businesses in the North West, and in particular businesses in the supply chain for the Eurovision Song Contest such as hotels, transport providers and any other suppliers, to **update all of their software, ensure their firewalls and virus protection is up-to-date and switch on two-factor authentication wherever possible.**” The Coronation will also be a national event which attracts the cyber criminals so at this time trust nothing and check everything especially before paying invoices or clicking links.

Current Risks for Business in the North West

The most common risk at the moment are **phishing attacks** via email, SMS or WhatsApp – the 2022, the Cyber Security Breaches Survey found that 83% of UK businesses had suffered phishing attacks. To guard against this confirm messages come from the business they claim to be before you share any information or payment and look out for unusual email addresses, bad spelling and anything else that looks suspicious. Chat Gpt has made this more difficult. If you feel your business would benefit from additional training the NWCRC has a Simulated Phishing Exercise which you can use to test your cyber defences.

Malware downloads, usually as a result of a phishing email are also prevalent at this time. So take time with emails that contain links. Hover over the link to see where it is pointing. This week I have received 2 attempted malware delivery emails claiming to be from the “TV licencing” and “Broadband”. Both of these I

Fake invoices. Be wary of invoices generated by clients or yourself especially around a huge event like Eurovision, the Coronation, or Pride. You may wish to consider adding “if our invoice contains a different bank or payment method than you expect please contact us on a trusted telephone number to confirm this is correct”. That way you may not lose a payment you are expecting.



Latest ICO Advice on Keeping Safe

The ICO has released 11 things to do to keep data safe at this time. These are:

1. Back up your data
2. Use strong passwords and multi-factor authentication
3. Be aware of your surroundings
4. Be wary of suspicious emails
5. Install anti-virus and malware protection
6. Protect your device when it's unattended
7. Make sure your Wi-Fi connection is secure
8. Limit access to those who need it
9. Take care when sharing your screen
10. Don't keep data for longer than you need it
11. Dispose of old IT equipment and records securely

What do you know about who is collecting your data?

As an individual we give our data to a number of different organisations and these organisations are expected to look after the personal data that they process. As an individual you have the right to know:

- what data the organisation has about you.
- when the organisation plans to share the data and who it is will be shared with.
- where and how the data will be stored.
- how the data is disposed of.

All organisations have to DEMONSTRATE their compliance with the legislation and they do this in a number of ways including:

- By being registered with the ICO.
 - Did you know you can check this online on the ICO website (<https://ico.org.uk/about-the-ico/what-we-do/register-of-fee-payers/>).
- By having privacy notices and signs on display.
 - These should tell you why they need your data and what they will be doing with it in clear and easy to understand language.
- Only collecting enough data about you to do the job.
- By having cookie notices on their website.
 - You should be able to opt out of Advertising and Tracking cookies
- By training their staff
 - GDPR requires this takes place every 2 years.

You can ask for a copy of data about you from any organisation that holds it by submitting a Subject Access Request. They have 30 days in which to respond. You have other rights in some circumstances these include the right to stop an organisation processing information and the right to be forgotten. Remember though these rights are not absolute for example there may be another reason why the information needs to be kept which outweighs your rights.



Subject Access, A Cautionary Tale

Monzo Bank recently received a SAR from a man who had disagreed with the Bank on LinkedIn and subsequently noticed that Monzo employees were viewing his LinkedIn profile. He asked to see all internal communications relating to him and received copies of internal Slack messages criticizing him. The man was not a Monzo customer but, because staff chose to discuss him in the context of their employer on a work forum, Monzo were responsible for the data and had to release it. So remember people are entitled to discuss whatever they like with their colleagues, and to get into debates of all kinds at all temperatures on social media. But at work keep written conversations focused on work - especially if they are likely to fall into the scope of a SAR.

Know your Lawful Basis for Processing

If you are processing personal data you need a Lawful Basis to do it. Consent was once the “go to” default, or Legitimate Interests. But remember if you would process the data even if consent was withdrawn then you shouldn’t be using consent. Similarly if you are using Legitimate interests then you need to balance your legitimate interests against the individuals. Sometimes their interests come out on top and other times yours do.



Deciding if you are a Controller or Processor

You could be both! But understanding your role is key. For example a website designer may be responsible for cleansing the data on your website but if the site is breached you as the data controller are the one who will be found to be at fault. Here are some questions you can ask to see if you are a controller. It is not black and white though so take advice if you are not clear.

- Are you processing the personal data for your own benefit?
- Can you act in any way you wish or are there constraints on you?
- Who determined the legal basis of the processing?
- Who selects the data subjects?
- Who determines the content of the personal data?
- Is the expertise limited to the "means" of the processing or is this a more specialist service which the customer/data provider would not be able to do in-house?
- Is it a regulated activity?

ICO Reprimands, Fines and Enforcement Notices

The ICO now publishing details of their reprimands, enforcement notices, fines. These make interesting reading for businesses as they contain a list of actions/improvements that the “offenders” have been instructed to make. In the last 4 months fines have totalled approximately £450,000 but what I find most worrying to me is that there were 2 fines for individuals who accessed personal data at work for their own purposes. Certainly something to watch out for.

Reprimands since January 2023

- University Hospitals Dorset NHS Foundation Trust - infringements of the UK GDPR.



- Plymouth City Council – failing to handle subject access requests appropriately
- Sussex and Surrey Police – installing an app that recorded all incoming and outgoing phone calls on staff work phones. Not informing the officers using the phones or those they were phoning that all calls would be recorded.
- Achieving for Children - inappropriately disclosed personal data, special category data and criminal conviction data in a report.
- Gain Capital UK Limited - an unauthorised third party leveraged unpatched software to access Gain Capital's systems and extract personal data relating to 72,361 UK Subjects.
- NHS Highland - emailed 37 people likely to be accessing HIV services, using CC not BCC.
- University Hospitals Bristol and Weston NHS Foundation Trust – failing to confirm that all records had been successfully downloaded from an old IT system prior to its licence expiring. Resulting in a number of records being inaccessible and some permanently lost.
- NHS Blood and Transplant – releasing an untested development code into a live system for matching transplant list patients with donated organs.
- Metropolitan Police Service – failing to develop a system of checks to ensure that criminal record files that were uploaded daily to PND were correctly loaded.
- Chartered Institute for Securities & Investment – after a third party exploited a vulnerability in software on their website checkout page and was able to obtain payment details, names and email addresses.

Enforcement Action since January 2023

- London Borough of Lewisham – failing to respond to Freedom of information Act (FOIA) requests in an appropriate manner.

Fines since January 2023

- Join the Triboo Limited – £130,000 for sending 107 million spam emails to jobseekers.
- Martin Swan a former 111 call centre advisor – was fined £1093 for accessing the records of a complainant, the complainant's child and two other relatives without permission and using screenshots of these at an internal investigation.
- It's OK Limited – fined £200,000 for making over 1.7M calls to people registered with TPS.
- Asif Iqbal Khan a former RAC employee was fined £5,000, ordered to pay court costs of £937.40 and a victim surcharge of £170, after stored data from 272 separate traffic incidents on phones he owned, and sharing these details with claims companies who then harassed the individuals.
- Monetise Media Limited – fined £125,000 for sending 3,506,157 direct marketing emails and text messages without consents.

Blog of the Week

CyberFlix by the NCSC

The NCSC launched CyberFlix yesterday. This is an interactive video learning resource for pre-teens and young teenagers, designed to raise awareness of the risks which come with using the web. This age group is most likely to reuse passwords and make poor choices when it comes to keeping themselves secure so I think this will be a great resource for those who work with or are a parent of an 11 to 14-year-old. <https://www.ncsc.gov.uk/blog-post/cyberflix-interactive-video-and-downloads-help-secondary-school-kids-stay-safe-online>





**TRAFFORD
COUNCIL**

TRAFFORD

**FIRST FOR
BUSINESS**

Business Support Tool from GC Business Growth Hub

The Business Support and Funding Finder tool is available to Trafford businesses as a mechanism to identify sources of support for their business. Developed by the GC Business Growth Hub, this tool has been enhanced to complement the services offered and simplify the process of receiving business support.

Commissioned by the Greater Manchester Combined Authority, the tool is focused on funded or subsidised advice and support services, along with various funding and finance options. To get started, users will be asked a few questions relating to eligibility. The results provided can be sent to a relevant contact which will allow users to have a more in-depth conversation about which advice and support is best for them.

For further information, click [here](#).

Latest News & Information

Pre-loved Bike Market

Looking for a new bike or considering cycling to work? Manchester Bike Kitchen is holding a Pre-loved bike market on the 29th of April from 10am - 2pm at the Suez Renew site, Nash Road in Trafford Park (M17 1SX).

All bikes are fully serviced by Manchester Bike Kitchen which refurbishes and rehomes pre-loved bikes. Adult and children's bikes are available and employers are encouraged to share details of the event with employees who may be considering cycling as an alternative method of travel or as part of a lifestyle change.

For further information email info@manchesterbikekitchen.co.uk

Corporate Volunteering Days at The Bread & Butter Thing

The Bread and Butter Thing is a mobile food club that makes life more affordable for people on low incomes, builds stronger communities and reduces food waste.

As part of Volunteers Week (1st June to 7th June 2023) Thrive Trafford have organised several Volunteering sessions with the Bread and Butter Thing based at their warehouse in Trafford Park. Each session can take up to 12 volunteers and activities include packing up food bags for distribution, lift and shift food items, driving food bags to community hubs, cleaning/tidying the warehouse. Volunteers can attend for a couple of hours, or from 8.30am to 2pm.

The planned sessions are as follows:

Thursday 1st June 2023 (start time 8:30am)

Monday 5th June 2023 (start time 8:30am)

Tuesday 6th June 2023 (start time 8:30am)

Any local businesses who would be interested in volunteering during these sessions, or organising a separate corporate volunteer event can contact Caroline Lewis at Thrive - caroline.lewis@thrivetrafford.org.uk

Registration Now Open - Recipe for Success

Recipe4Success is the Growth Company's comprehensive programme of support for Greater Manchester-based SME food and drink businesses with the aspiration to grow.

Businesses operating in the sector can benefit from a tailored series of food and drink specific workshops and networking events designed to help local businesses to overcome barriers and succeed.

The programme culminates in an exciting opportunity to pitch your product to a panel of buyers, ranging from hyperlocal to nationwide chains. Participants will get the opportunity to practice their pitch and present to a number of industry experts for a critique, prior to submitting it to the buyers.

Registration for the next programme, commencing 10th of May is now open. To be eligible, businesses must meet the following criteria;

- Based within one of the 10 local authorities within Greater Manchester
- Employ fewer than 250 people
- Turnover less than €50m OR balance sheet (less than €43m)

For further information and to register, click [here](#).

National Cyber Security Centre - Stay Protected Online

The National Cyber Security centre has recently launched the latest phase of the Cyber Aware campaign, aiming to help sole traders, micro businesses and small organisations stay safe online. Answer a few simple questions to get a free personalised action plan that lists what you or your organisation can do right now to protect against cyber attack. Find out more [here](#).

Low Carbon Skills - Journey to Net Zero

Delivered by the Growth Company, Low Carbon Skills: Journey to Net Zero is made up of 7 interactive workshops designed to support organisations in building a strategic plan to cut their carbon footprint, reduce costs, minimise risk and capitalise on the many opportunities awaiting you in the net zero world. Three cohorts take

place in May will be delivered hybrid, taking place across a mixture of in-person and online sessions over 5 days.

By the end of the course, attendees will:

- Understand key net zero terms, the risks and opportunities in the workplace
- Feel empowered and motivated to begin or progress the net zero journey
- Create a clear and strategic plan to deliver Net Zero ambitions.

On completion of the programme, attendees will have the opportunity to gain a Level 3 qualification from Ascentis. In addition, the Low Carbon Skills: Journey to Net Zero programme has been assessed and verified by IEMA (Institute of Environmental Management and Assessment: <https://www.iema.net>) and GC Business Growth Hub is an approved IEMA training centre. On completion of the course, learners will be able to gain 21 hours of IEMA-certified CPD credits.

For further information, click [here](#).

Webinar: Fully Funded Training for Businesses in Greater Manchester

Are you a business owner, HR manager or responsible for training your team? Does your business have; under 250 Staff, trading address in Greater Manchester and are looking to train your staff? If you meet the above criteria then this is your opportunity to access fully funded training for your SME business.

The Skills for Growth programme is a fully funded programme available to SMEs in Greater Manchester. It is designed to help improve productivity and drive business growth by upskilling and reskilling employees through training. Join this webinar to find out about all the benefits of the programme and how you can access the funding allocated to support businesses up to the end of August 2023.

The webinar takes place at 10am on Wednesday 3rd May. Book now [Fully funded training for businesses in Greater Manchester Tickets, Wed 3 May 2023 at 10:00 |](#)

[Eventbrite](#)

In addition to this there are a series of webinar events running on Learning at Work Week (w/c 15th May), please find details here. [Events and Workshops | Skills for Growth - SME Support \(skillsforgrowthsme.co.uk\)](#)

GM Chamber of Commerce - Green Skills Employer Survey

If you are struggling to recruit individuals with the 'green' skills your business needs, you can be part of the solution by contributing your views to the largest skills and recruitment survey of its kind.

The data collected will help to develop the Local Skills Improvement Plan (LSIP) for Greater Manchester, which is a plan that will map out the skills and labour shortages across our borough and help skills providers develop the courses and training needed most.

[Please complete the survey here](#) and help put skills provision in place to meet your business' green objectives.

Reminder: Trafford Business Start Up Network

These events are suitable for anyone who is thinking of setting up a business or has started their business. The network is organised by Trafford Council working with business support partners including People Plus, Momentic, the Growth Company and Enterprising You. There will be the opportunity to chat to business start up advisers at the event as well as lots of opportunities for building your own networks and talking to other businesses. Please click on the links for further information and to book your place:

- [Thursday 25.5.23, 10.30am - 12.30pm, Urmston Library](#)
- [Thursday 29.6.23, 10.30am - 12.30pm, Urmston Library](#)

Altrincham **BID** Business Improvement District

What's On

Altrincham's Coronation Champions



I was delighted to be invited to the Coronation Champions at the library on Tuesday 2nd May 2023. Our very own Alex McCann, Sara Fixter, Tony Collier and Sarah Walmsley were awarded certificates by Leader Of Trafford Council, Tom Ross, for their contribution to the community and charity. Well Deserved!! There was also the Coronation cushion on display – see below. This is permanently in the library and bears all the names of the Champions.



Netwalking 2023 - Save the Dates!



There will be a series of Netwalking events throughout the Summer months (excluding August). The events are being sponsored by Bruntwood and provide a great opportunity to meet other Altrincham businesses, leaving your desk for a break at lunchtime and returning refreshed for the afternoon.

The dates are listed below:

Tuesday 9th May
Monday 12th June
Monday 10th July
Monday 4th September

More information to follow but if you would like to register to join us, please let us know on email.

[Email](#)

MEMBER of the MONTH Carpenter Rees – Mike Carpenter April 2023



1. How has business been since Covid?

Business remained positive throughout Covid – we are very fortunate that we provide a service which establishes long term relationships with clients and can be provided remotely as well as face to face. During the whole period we were able to retain our staff and continue client growth

2. What keeps you awake at night?

a. I sleep well !

3. How did you get into your business?

a. After several years of running a business for someone else (from which I gained great experience and enjoyed) I had a gut feeling that now was the right time and that I might regret not taking on the challenge if I didn't do it.

4. What can Chamber members do for you?

a. Chamber members – try to sit down and take time out from the coal face of work, to look at the future and where the growth opportunities might sit within their sector and encourage members to seek support from the chamber where its possible.

And finally ...

5. You're off to the Desert Island who is with you and what 3 things – and why?

1. My Family – number 1
2. My Bike – I hope there might be a few roads!
3. My record collection – wind down after the bike ride !



SEASON TICKETS

KEY DATES

Early Bird Window Opens

*(For renewals **and** new purchases)*

Wednesday 13th April 2023

Early Bird Window Closes

Wednesday 31st May 2023

General Sale Opens

Thursday 1st June 2023

Season Ticket Cards Distributed

Monday 17th July 2023

Season Ticket Benefits

Guaranteed access to all 23 National League home fixtures, free admission to home pre-season friendlies, priority access to away and cup tickets, 10% off all retail purchases.

Trafford Council is encouraging commercial, charity or

community groups interested in taking on the lease at Altrincham Town Hall to submit a Proposal



Trafford Council is encouraging commercial, charity or community groups interested in taking on the lease at Altrincham Town Hall to submit a proposal.

The Council is commencing a formal open tender process to request proposals from groups and businesses that are interested in operating the town hall.

Groups or individuals are asked to express their interest from Friday 21st April and submit bids and business cases by August 2023. The contract award will be made in December 2023 and it is planned that the asset will be handed over in January 2024.

All bids should be made via the Chest, The Chest: North West Procurement Portal (the-chest.org.uk)

A spokesperson for Trafford Council said: "The Council is interested in bids for the lease of Altrincham Town Hall in the long term and we are encouraging commercial, charity or community groups to come forward with their proposals. We are not considering selling Altrincham Town Hall, but plan to lease the building so the Council retains control over it in the future."

Anyone interested in supporting the local community groups submit a bid, please contact:

ceo@altrinchamandsalechamber.co.uk



Companies House

Driving confidence in the UK economy



GOV.UK

IDV



The government has announced plans to reform Companies House with new powers to verify and challenge information and tackle economic crime.

The measures in the Economic Crime and Corporate Transparency Bill will make sure the UK continues to be a great place to do business, while enabling us to take a tougher stance against economic crime.

[From IDV to software-only filing, read more about some of the measures that will be introduced in our legislative reform blog post series.](#)

Using the Companies House advanced search function

Company name
Registered office address
Incorporation date
Company status

Advanced search function



Nature of business
Company type
Company subtype
Dissolved date

The Companies House advanced search function allows users to search for specific information about companies on the register.

The new [Register of Overseas Entities](#) was recently added to the information available, which includes details of overseas entities and their beneficial owners or managing officers.

[Find out what information you can search for and how to follow a company.](#)

Companies House Direct and WebCheck are closing



Our Companies House Direct (CHD) and WebCheck services are closing on 30 November 2023.

Users should use the Find and update company information service, a service that has already replaced the majority of the functionality provided by CHD and WebCheck.

[Find out more about the closures and the alternative Find and update service.](#)

Objecting to a company being struck off is now easier



~~Struck off~~

When a company seems inactive, maybe because it hasn't filed its confirmation statement or accounts, Companies House may take steps to remove it from the company register.

It's quick and safe to object to a company being struck off online. [Find out how.](#)

If you've an interest in a company and would be affected by its removal from the company register, [following them](#) is a good idea.

How collective conciliation can help

acas working
for everyone



Acas Collective conciliation

From 2021-22, we received **510** requests for collective conciliation

Of those 510 cases, we helped to settle **94%** of collective disputes that came to us

For every **£1** spent on Acas services, the economy benefits by **£12**

<https://www.acas.org.uk/collective-conciliation>

When there's a disagreement ('dispute') between an employer and a group of employees, Acas can help both sides to try to come to an agreement and settle the dispute. This is called 'collective conciliation'.

Acas collective conciliators are independent and impartial. This means they do not take sides or impose solutions. Acas helps both parties find a solution that everyone agrees too.

[Find out how the Acas free conciliation service works.](#)



Companies House

Driving confidence in the UK economy



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www.brierlyholt.co.uk
Accounting for small business

BrierleyHolt Tax Tips April 2023

0161 928 7114

brierleyholt.co.uk

05/04/2023

More time to pay missing National Insurance Contributions

In March we reminded you to check whether your national insurance contribution (NIC) record contains any gaps, and how this could affect entitlement to the state retirement pension. [Read More...](#)

Cleaning up your sales till

Electronic sales suppression (ESS) is the term for when a sales till is programmed to hide or reduce the value of individual sales. [Read More...](#)

Employment status of Associate Dentists

For years HMRC has accepted that associate dentists can be treated as self-employed rather than as employees of the dental practice they work for, but this informal agreement is about to end on 5 April 2023. [Read More...](#)

Electronic returns of benefits and expenses

In February 2022 HMRC suddenly withdrew the interactive online PDF form for reporting expenses and benefits for employees (form P11D). Employers were forced to submit their P11Ds electronically or go back to using paper P11D forms. [Read More...](#)

April Questions and Answers

Q. In his Spring Budget, the Chancellor said 'full expensing' would apply to plant and machinery. Does this mean I can write off the balance brought forward in my plant and machinery pool, which was previously written down at 18% on the reducing balance method? [Read More...](#)

April key tax dates

5 - Last opportunity to utilise income tax personal allowances, annual ISA allowances, and exemptions for CGT and IHT for 2022/23. Last day to claim exemption from Class 4 NIC for 2022/23 where earnings are also subject to Class 1 NIC. Final day for [Read More...](#)

About Us

Brierley Holt Accountants are based in Altrincham, offering local business owners and individuals a wide range of services. All clients are entitled to fixed fees, work delivered on time and unlimited phone support. Visit our website brierleyholt.co.uk for more information.

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