



Professional Association of Self-Caterers UK

PASC UK NEWSLETTER

16 May 2023 Issue 161

This week's contents

- [Commentary](#)
- [2023 Membership Packs in the post](#)
- [PASC UK Webinar and Meetings programme for May/June/July 2023](#)
- [New Members Benefits Page](#)
- [EV Charging Offer from Voltshare](#)
- [Consultation on registration for holiday let's in England](#) **16 May Update**
- [Consultation on additional class of planning for holiday lets](#) **16 May Update**
- [New Fire Guidance 2023](#) **16 May Update**
- [New VO6048 Forms arriving from the Valuation Office](#)
- [New Data Hub in South West England](#)
- [UK SPF Grants Update](#)
- [How to find Grants](#)
- [SmartHosts is back](#)
- [Business Rates Update](#) **25 April**
- [Updated Request for help from Members for the Trade Directory](#)

General Information Section

- [Resetting Your Password for the Members Area of the PASC UK website.](#)
- [Newsletter Index, \(where to find previous information\)](#)
- [Wales Information and How to get it?](#)
- [Where to find dedicated Wales Newsletters](#)
- [PASC UK social media](#)
- [Members only Papers list](#)
- [New PASC UK Members logos](#)
- [Member Benefits summarised](#)
- [Buying Club, Member Benefit for paid up PASC UK Members](#)
- [Support Lobbying by Joining PASC UK](#)
- [Disclaimer](#)

COMMENTARY

We continue to focus on the Consultations and the support that we can offer for the new Fire Guidance. Details on progress on all three of these can be found below.

We have now launched the page where you can find everything that we have on the two English Government Consultations, Statutory Registration and the Proposed Changes to Planning for holiday lets. Details of what is available can be found below, and the webpage is:

<https://www.pascuk.co.uk/england-consultations/>

The Guidance Notes on this page also explain how to respond to this Statutory Registration Consultation are now 'Final'. We have incorporated all comments and would urge as many of you as possible to respond to this Consultation. The notes explain how to send your feedback to DCMS.

Some developments on the Fire Regs, not least that it is coming in Wales and that we have some outstanding Q's with the Home Office. Otherwise, we are on target to roll out the supporting papers and webinars.

We have rerun below a short note on Grants and how to find them after this being a common question again this week.

We continue to expand the webinar and meeting programme for May, June and July, whilst several of these do focus on the Consultations and Fire Regs we are trying to mix it up with other subjects too.

The Buying Club Webinar on Thursday launched a Fuel Card that gets you 4p off both diesel and 2p off petrol plus a credit card offering for small businesses. The recording of this can be found in the Webinar section of the website here: <https://www.pascuk.co.uk/webinars/> (These benefits are for PASC UK paid Members). Members can access the offers via the Members Area of the Website.

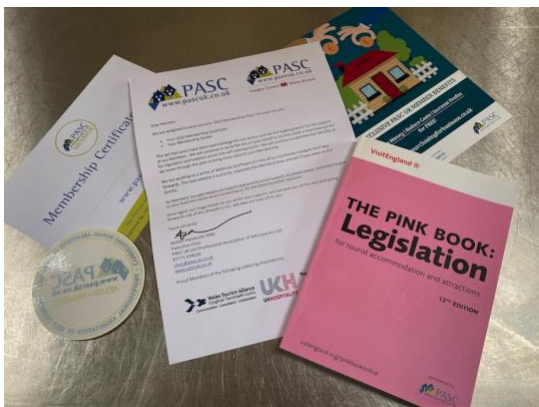
The bulk of the Membership packs have now been despatched, and the balance will go out over the coming days.

Lastly, please do keep sending in your recommendations for entries in the PASC UK Trade Directory, this will provide a hugely useful resource to all. Huge thanks for the large number of responses received so far, the list of recommendations that we are looking for is included lower down the Newsletter.

Any questions please let us know. Best regards

Alistair

2023 MEMBERSHIP PACKS ON THEIR WAY





The distribution of the Annual Members Pack is 75% complete and despatched. We have the balance ready to go on Monday and that leaves just the New Members from May 1 and those that have paid their May Subscriptions and any previous outstanding subscriptions since May 1. They are only being sent to those Members whose subscriptions are up to date.

The pack includes a copy of the New 2023 Pink Book, plus Membership Certificate, sticker and Member offers.

NEW PASC UK WEBINAR PROGRAMME FOR MAY/JUNE 2023

Please find below the May/June/July webinar programme, our most extensive yet.

Previous webinars and meetings can be viewed on the PASC UK Website at: <https://www.pascuk.co.uk/webinars/> Members only recordings are in the Members area.

1/ WALES MEMBERS MEETING (MEMBERS ONLY)

Date: 1100 on Monday 22 May

This meeting will be recorded and placed in the Members area on the website.

The Welsh Government has called a series of three meetings during the course of the week commencing 22 May. These are by invitation only and we intend to have cover at all three meetings. The meetings will discuss the following and we need your feedback in advance.

- **Level of fees to be charged** for a licence and the basis of charge.
- **Frequency of renewal** of licence.
- **Enforcement and level of penalties** of non-compliance
- Requirement for a **fit and proper person test** to obtain a licence.

This meeting is for Members only, maximum 100. Register below.

<https://us06web.zoom.us/meeting/register/tZAqdOGorjopGdbruLiTmDNQI0ZnJSW4nzkx>

We'll need your business name too please, you'll receive a link to the webinar after registration.

2/ WEBINAR ON STAUTORY REGISTRATION CONSULTATION OPEN TO ALL

Date: 1100 on Tuesday 23 May 2023

This meeting will be recorded and placed in the Public area on the website.

This webinar is to answer questions about the Consultation and point owners to Guidance Notes. You will need to provide your Business details and the Webinar is limited to 500.

https://us06web.zoom.us/webinar/register/WN_e2u2HlxnSK2uIJcn3C_5_g

We'll need your business name too please, you'll receive a link to the webinar after registration.

3/ WEBINAR ON PLANNING CONSULTATION OPEN TO ALL

Date: 1100 on Wednesday 24 May 2023

This meeting will be recorded and placed in the Public area on the website.

This Webinar will run through the key elements of this Consultation and is to be viewed in conjunction with the paper that will be published on the website, that offers guidance on how to respond to this Consultation. Limited to 500. You will need to provide your business details. Register here:

https://us06web.zoom.us/webinar/register/WN_WdgDAItERAMtMAfY_0d-8Q

We'll need your business name too please, you'll receive a link to the webinar after registration.

4/ MEETING ON PLANNING CONSULTATION SELF CATERING AGENCY MEMBERS ONLY

Date: 1500 on Wednesday 24 May

This meeting will be recorded and placed in the Members area on the website.

This meeting is for our self-catering agency Members to run through the key elements of this Consultation and is to be viewed in conjunction with the paper that will be published on the website, offering guidance on how to respond to this Consultation. Limited to 100. You will need to provide your business details. Register here:

<https://us06web.zoom.us/meeting/register/tZ0ode2opjovHdwRaJJQu9XmKnIXXnFiy8ld>

We'll need your business name too please, you'll receive a link to the webinar after registration.

5/ WEBINAR TO COVER CHANGES TO FIRE GUIDANCE FOR MEMBERS ONLY

Date: 1100 on Tuesday 13 June

This webinar will be recorded and placed in the Members area on the website.

This webinar is being broadcast in support of the new fire support papers that will be published beforehand, see Fire update in this Newsletter. Register here. Max 500, we will ask for Business info.

https://us06web.zoom.us/webinar/register/WN_C3dr5GvzQNi12BQQcOw1vQ

We'll need your business name too please, you'll receive a link to the webinar after registration.

6/ WEBINAR TO COVER CHANGES TO FIRE GUIDANCE OPEN TO ALL

Date: 1100 on Thursday 15 June

This meeting will be recorded and placed in the Public area on the website.

This webinar is being broadcast in support of the new fire support papers that will be published beforehand, see Fire update in this Newsletter. Register here. Max 500, we will ask for Business info.

https://us06web.zoom.us/webinar/register/WN_rqjEVcNeSUakYWNzZXfHXg

We'll need your business name too please, you'll receive a link to the webinar after registration.

7/ WEBINAR ON EV CHARGING AND TECH OPEN TO ALL

Date: 1100 on Thursday 22 June

This meeting will be recorded and placed in the Public area on the website.

Initial presenters

- Alistair Handyside, Chair PASC UK. Case Study on Installation and Grant Process
- Steven Core, Director Voltshare. The Equipment, the offer and the install
- Tom Shelbourne, MD West Country Tech. WiFi Solutions for complexes
- Plus more TBA

This will be launched in conjunction with the new EV Charging Paper 2023 and there is an offer from Voltshare in this newsletter.

Register here: https://us06web.zoom.us/webinar/register/WN_QETYsseJT6CQqOW1feq-VA

We'll need your business name too please, you'll receive a link to the webinar after registration.

8/ WEBINAR ON SELLING YOUR BUSINESS MEMBERS ONLY

Date: TBA

This meeting will be recorded and placed in the Members area on the website.

This will be an update on the previous webinar on the subject and will come from a both a marketing and financial approach, with an accountancy firm giving their take on what potential steps you may take. More detail next week.

9/ SUPERCONTROL INTEGRATIONS OPEN TO ALL

Date: 1100 on Tuesday 4 July

This meeting will be recorded and placed in the public area on the website.

Just finalising content and speakers, more next week.

NEW MEMBERS BENEFITS PAGE



This week we are launching the new Members benefits page inside the Members area of the website. This is where Members can link to the specific Member Benefits. This will speed up the process of verifying that you are Members when applying for these benefits.

The Benefits that are being launched on that page this week are as follows.

1/ Quick Access to sign up to the PASC UK Buying Club.

2/ This is where to sign up for the Fuel Card with UK Fuels where you can get 4p off Diesel and 2p off Petrol (see details)

3/ This is where you can contact acceptcards to find out if their Credit Card facility can save you money with their competitive rates.

4/ This is where you can access the PASS UK discount on the Voltshare EV Chargers. These chargers and installers are accredited so you can also apply the EV charging voucher from the Government if you meet the qualifying requirements as a business.

To find the page, just login to Members Area of the website.

Full details on all the above Member Benefits next week.

EV CHARGING OFFER FROM VOLTSHARE



PASC UK are pleased to announce a Technical Partnership with Voltshare. They have a competitively priced offer, their equipment is approved to be able to apply for the Government grants (subject to your business status) and there are no ongoing fees. These are smart chargers, so that you can set the rate and make an appropriate margin on your electricity.

We will be introducing Steven Core from Voltshare in our Tech Webinar on the 22 June, where you will be able to ask any questions, you may have. This will be preceded by the publication of the updated PASC UK EV Charging Paper 2023.

This will also include case study of an installation and the Grant Application process.

You can contact Steven Core at Voltshare via the Members area.

This is what they have to say:

VoltShare are a premiere electric vehicle chargepoint provider, built for the hospitality industry with a zero-subscription platform that suits your venue's seasonality.

We know guest experience is everything in hospitality, that is why we developed a bespoke charging solution that is fully automated, enhances guest satisfaction and increases your profitability.

By installing an EV chargepoint, you open your property up to an ever-growing clientele.

VoltShare have partnered with PASC UK to offer universally compatible 7kW units at £550 and 22kW units at £650, not including installation costs and VAT.

CONSULTATION ON REGISTRATION FOR HOLIDAY LETS IN ENGLAND UPDATE 16 MAY

The deadline for responding to this Consultation is the 7th of June. All supporting documents are now ready, see below. We ask that as many of you as possible now respond to this Consultation, thanks.

FINAL GUIDANCE NOTES ON RESPONDING TO STATUTORY REGISTRATION CONSULTATION NOW AVAILABLE.

We have now completed the Final version of the Guidance on how you might respond, question by question. This can be found at <https://www.pascuk.co.uk/england-consultations/>

On that webpage, you can also find the following:

- The PASC UK Policy Paper on Statutory Registration
- The Tourism Alliance Policy Paper on Statutory Registration
- Guidance Notes on how to respond to the Consultation.
- A Video interview with the Chair, answering the top 10 questions about Statutory Registration (12 mins).

- A recording of the Tourism Alliance Webinar on Statutory Registration with Q&A
- Links to webinars on the subject

There will be Webinars where questions can be asked responding to this Consultation. See webinar section for detail.

CONSULTATION ON ADDING A NEW CLASS OF PLANNING IN ENGLAND FOR HOLIDAY LETS 16 MAY UPDATE

We urge you not to respond until we have provided further information and suggested responses and why, thanks.

We have commissioned an expert planning solicitor to write it. It needs to give Members a clear understanding of the Consultation, the possible consequences of each of the measures proposed and how best to respond.

Our position on this is that we do not want to agree to changes in current ownership rights for properties and are deeply opposed to any retrospective changes.

The Resulting Guidance Notes on responding to this Consultation will be published on the PASC UK website on the 23 May. It will be published here: <https://www.pascuk.co.uk/england-consultations/>

The Webinars where questions can be asked about this Consultation are in the Webinar section.

Link to the Consultation here:

<https://www.gov.uk/government/consultations/introduction-of-a-use-class-for-short-term-lets-and-associated-permitted-development-rights/introduction-of-a-use-class-for-short-term-lets-and-associated-permitted-development-rights>

UPDATE ON THE NEW FIRE GUIDANCE 2023 16 May 2023

The work continues in preparation for the launch of the papers detailed below and the webinars. This is currently still on time for delivery by the 25th of May.

Some points that have arisen since last week.

In Wales:

There will be an equivalent Fire Guidance notes for Small Accommodation in Wales shortly, it is just awaiting translation.

The substantial difference will be a reference to fire suppression systems, which are mandatory in all newly built or newly converted accommodation in Wales (but not England).

A Guide on larger Scale accommodation will also follow, later this year or early next.

On recording a fire risk assessment, we are currently consulting on proposals to bring this requirement into force for all premises (regardless of the number of employees) in October this year: see here [Commencement of section 156 of the UK Building Safety Act 2022 in Wales | GOV.WALES](#). That would again be in alignment with the position in England.

Outstanding Questions or points raised by Members:

1/ On the recent Webinar, a question was asked disputing whether wireless fire alarms systems are allowed. (This was in relation to ALL bedrooms needing to have one).

However, if, as will normally be the case, no such system is provided, there will be a need for interlinked domestic smoke alarms and heat alarms (of the type normally found in houses and flats) in all areas where a fire might start. Smoke alarms should be installed in hallways, corridors, staircases, lounges, dining rooms and bedrooms.

Our understanding on this is that wireless systems are allowed, but to be sure have asked for this to be included in the PASC UK fire Guidance being published and have asked the Home Office.

2/ The paper raises questions about fire safety systems having to be tested every six months.

Six-monthly checks

- Any fire detection and alarm systems should be serviced by a competent contractor
- Fire doors should be checked to make sure they remain in good condition, are not damaged, and remain a good fit in their frames

Our understanding here is that fire detection systems that require six monthly tests refers to more complex systems in hotels, etc, we are checking this with the Home Office.

Repeat from last week.

HOME OFFICE RESPONSE TO QUESTIONS

We have been in communication with the Home Office to seek clarity on issues arising from the newly published Guidance.

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1147723/A_guide_to_making_your_small_paying-guest-accommodation_safe_from_fire.pdf

Key points from this.

1/ They will be releasing a similar document to 'A guide to making your small paying-guest-accommodation safe from fire' for larger properties. We would not anticipate this before early in the New Year.

This is what they have to say....

The current sleeping accommodation guide ([9281 Sleeping Accommodation v2.pdf \(publishing.service.gov.uk\)](#)) remains a valid guide to conducting proportionate and robust FRAs for premises outside of the scope of the Fire Safety in Small Paying-Guest Accommodation guide. The Home Office will also be producing a guide to the Building Safety Act (to be published before October) that will enable your members to understand how to comply with the updated legislation.

2/ They have responded to our question about interpreting 'open plan' in the following way...

On the reference to "open plan" ground floors. In the guidance, "open plan" in this context specifically refers to **a ground floor with no internal compartmentation on the entire floor**. In the event of a fire, such a layout could prevent occupants of the first floor from having a safe means of escape (these more complex premises are covered in the aforementioned sleeping accommodation guide). For "open plan" ground floor layouts, in the traditional sense of having a combined kitchen/living room etc, these would be covered by the guide so long as they contain appropriate internal compartmentation between these spaces and the escape routes for occupants of the first floor.

We will be working with both the Home Office and our commissioned fire expert to try and seek further clarity and possible mitigations on this.

3/ On 'notional' Fire Doors, we got the following response.

On notional fire doors, and how to ensure that approaches are sympathetic/proportionate to historic properties, we'd reiterate the point that fire safety legislation is not prescriptive in this area, and that only the fire risk assessment itself can determine what constitutes suitable and sufficient fire safety measures/precautions.

We will be providing through the work below some mitigations in this respect.

4/ Many of you raised that there were travel distances referred to in one part of the guidance, and then not included in the actual examples.

On the references to travel distances on p.18, this text was taken from an earlier draft of the guidance (when travel distances were included in the diagrams). I've made a note and we will remove the references at the next update.

5/ It was confirmed in the correspondence that the Welsh Fire Authorities will be adopting very similar Guidance. They gave us the contact details and we are following up on that.

NEXT STEPS FROM PASC UK

In the light of the above we have commissioned the following pieces of work.

1/ A short paper to try and address the key questions arising from the 'Small Accommodation' guide.

2/ As full Guidance will be published on larger properties; we have commissioned a paper with a working title of '25 Ways to Mitigate Fire Risk in Larger Properties'.

These are currently planned to be published by the 25 May, so well in advance of the webinars.

There will be Webinars where questions can be asked about this Consultation as well as other supporting materials. See webinar section for detail.

All the current Fire Guidance and notes that we have currently has been posted in the last three weeks newsletters and can be found here: <https://www.pascuk.co.uk/newsletters/>

NEW VO6048 FORMS ARRIVING FROM THE VALUATION OFFICE

Getting reports of Form VO6048 arriving on doorsteps from Members. This is the form that all of us on Business Rates will have to fill in in both England and Wales annually from now on.

We have provided guidance on filling this form in before, but changes have been made to the form, so this Guidance has been taken down from the website as the supporting paper is being updated asap.

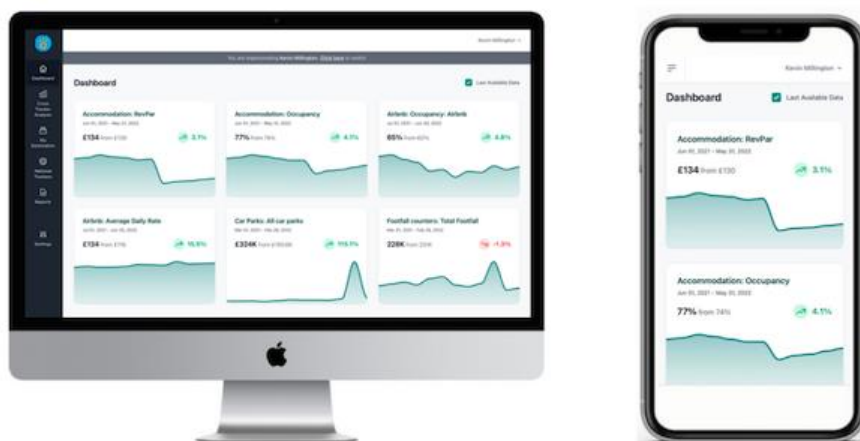
We will let you know when this is available. Via this Newsletter and on Facebook.

Members have also asked why it talks about grading. This is important to get right too. The Valuation Office does apply slightly lower Rateable values to higher quality businesses. This is clear in the Practice Note you can access in the note below.

Worth remembering that this is a legal declaration, and that this information will build data for the next Revaluation. We doubt that it will result in you getting a new 2023 Rateable Value adjustment.

NEW DATA HUB IN SOUTH WEST ENGLAND

Have your say on South West Tourism Data Hub?



T-Stats Solutions is an online database, so you can access it from any device and your data is always with you. You also have unlimited user logins so your whole team can stay up to date.

The South West Tourism Data Hub is in the early stage of conceptualisation and the consultants Acorn T-Stats Limited are keen to talk to businesses within the visitor economy to ask what data

would be useful for them to access. Would you like instant access to up to date occupancy level benchmarking and regional sector forward bookings?

(The image above is an example of how the interface looks for existing users).

This project currently covers Devon, which included Torbay and Plymouth and Somerset, and has been funded by the Heart of the SW LEP. It does plan to roll out more widely, there are already similar schemes in Cumbria and Durham. We are looking for business to help shape how this will work and what data they need from Devon and Somerset to start with.

If you'd like to take part in the consultation, please sign up via the link below:
<https://www.surveymonkey.co.uk/r/6YFSVZP>

To read more about the project go to the Press Release here:
<https://heartofswlep.co.uk/news/tourism-data-hub/>

SMARTHOSTS IS BACK

Colleagues at smarthosts.org are updating their popular blog. Lots of interesting articles about the sector and generally covering stuff that we don't at PASC UK.

This is what they say and how to sign up.

10,000 Hosts

In its last incarnation, we mailed over 10,000 hosts regularly, but now we need to clean the members up and start again. We would love you to be part of this journey.

Previously the free industry posts we offered became blanketed by spam from tech companies promoting their wares, and then there was Covid! A perfect storm.

We will bring snapshot news, views, and opinions in the future. Plus, opportunities for discounts and new products that are both best in class and cost-effective via the site's published articles, selected and curated by us only!

If you want to rejoin or join, feel free, we would love to have you on board and get feedback.

Become a free Member here:

https://www.smarthosts.org/subscribe?utm_source=substack&utm_medium=email

UKSPF GRANTS UPDATE

This is repeat requested during recent Members meetings.....

We have been able to get some more information on the UK SPF Grants covered in previous Newsletters. The information below is gleaned from our Council, by attending the webinar they

provided, plus a drop-in session, so may vary in some ways Council by Council. The main principles of the grants will apply nationwide.

The Grants will require the applicant to contribute at least 50% of the project. If the project costs are £20k, then you would need to contribute £10k. However, the greater the level of owner contribution the higher the project would be scored at assessment.

When assessing which applications to approve they will look at various factors, which will most likely include:

- Does it protect jobs?
- Will it increase employment?
- Will it increase productivity?

You will need to think about how your project can address these, just saving us money by installing some solar panels won't be enough.

In East Devon, they have 'merged' UK SPF and Rural SPF so that they only have to manage one fund. This is likely to occur in many rural areas.

There are essentially going to be two Grant streams. (Note, Grant Titles may be different in your area, search your Council Website for UK SPF).

1/ **Innovation and Resilience.** Max Grant £20k, and you start by making an EOI (Expression of Interest). Council will review EOI and suggest changes if necessary.

2/ **Culture, Leisure and Tourism Fund.** Max Grant £5k. Much simpler process, all online.

We can only apply for one or the other, not both.

HOW TO FIND GRANTS

1/ It is always worth registering with your Council for them to send you their Business Updates. These should include reference to any Grants that may be available.

2/ Search your Council website for Grants. You may have to use your imagination to see if a particular grant may be applicable to you. For example, Carbon Zero, Net Zero, Rural Innovation Could possibly cover installing solar, EV charging etc. It is unlikely that a grant title will say Tourism, or self-catering or holiday lets.

3/ In England we have local Enterprise Partnerships. These are known as LEP's. Finding your LEP's website is the first step. Most of them have something like a Growth Hub. This is the business section where you find what grants may be offer. A common one offered by LEP's is around 'digital'. This may cover anything from help getting a new website to basic computer training.

BUSINESS RATES 2023 UPDATE 25 APRIL

No further update this week. Meeting with VOA has now taken place and we will update this section asap.

Last week we finally got sight of the new 2023 Self-Catering Practice Note.

Here it is: <https://bit.ly/3mFoWkM>

You need to scroll down to here to find it on that page:

9. Valuation Support

[Show](#)

Practice note 1: 2023 - holiday accommodation (self-catering)

[Show](#)

The new 2023 Rating list now applies to all that are registered for Business Rates. This Practice Note is the basis under which your Rateable Value has been calculated and under which all Checks, Challenges and Appeals need to be carried out.

There are lots of questions arising from this new Practice Note, so have arranged a meeting week commencing 1st May with the Self-catering Team at the VOA.

The main questions apply to those of us that have less than five units and whether Check Challenge Appeal is live in Wales yet. If you have 5 or more units it is petty simple to understand, and as soon as we have had the meeting should be in a position to help those Members 'Check' RV's that they feel are too high.

Those will 1-4 Units this is going to take a while longer I'm afraid as there are lots of changes to this Practice Note, which we are not yet fully conversant with.

Please be patient whilst we get a fuller understanding of the changes, so that we can help Members wishing to 'Check' their 2023 Rateable Value. We are also waiting for confirmation that the 'Check, Challenge, Appeal' that works well in England will be available in Wales.

We may then be able to help those Members that have had increases through the 'Check' system to get them reduced. Please by all means log with the Chair that you would like to look at your Business Rates by sending a note to chair@pascuk.co.uk Note. This service is only available to paid Members.

UPDATED REQUEST FOR HELP FOR THE TRADE DIRECTORY

Firstly, huge thanks to all those who have sent in details of suppliers. We have received a really good response to this and have now broadened the ask to enable us to have more suppliers in some of the other categories that we will launch with.

Please can you therefore supply your recommendations for any of the following please. Please try and use the format below, as it will save us huge amounts of time populating the trade Directory. Just send an email to chair@pascuk.co.uk with category in the Subject Line and details as laid out below in the body of the email. Many thanks.

Company name:

Website:

Tel:

Contact:

Email:

What they offer? e.g., PAT Testing, Photography, Chimney Sweep, mortgage brokers for holiday lets etc

Area/Region covered:

Categories we are aiming to launch with are and would welcome your recommendations:

Direct Booking Channels

Fire Testing

Pat Testing

Electrical Testing

Gas Testing

Chimney Sweeps

Website design

Photography/Video/Drone

Channel Managers

Green energy/Electric Vehicle Charging installers

Artwork/Logos

Accountants

Solicitors

Insurance Companies

Marketing/SEO and Social Media support

RESETTING YOUR PASSWORD FOR THE PASC UK MEMBERS AREA

You are able to check your account details and download any of the 25 Members only PASC UK papers. The full list of the PASC UK Members Papers is detailed below.

Anticipated questions:

1/ How do I log in?

On the main PASC website you will see a link in the top right-hand corner called "Member Login". Click this link and enter your email address and password. Once logged in you will be in the members area.

2/ I can't find my password.

Click on the "Member login" link on the far right of the menu on our website and click the "forgot password" link which is in blue text just below the "log in" button. Enter your email address in the field and click "request password reset" button.

3/ Who do I contact if I cannot get in?

If you are having difficulty, please email admin@pascuk.co.uk and Justin will investigate for you.

4/ My username doesn't match my email address, does it matter?

No, it doesn't, usually your username would be your email address, but through address changes and mistyping, some don't match up. However, the only place those are used is in the login field, all correspondence will go to your usual email address. Unfortunately, it isn't possible to change the username once it has been set.

NEWSLETTER INDEX (WHERE TO FIND PREVIOUS INFORMATION)

All previous content is indexed and can be found on the 2022 Index on the Newsletter page. Look for PASC UK Index 2022. This will be updated weekly.

<https://www.pascuk.co.uk/newsletters/>

WALES INFORMATION AND WHERE TO FIND IT

If you are affected by what is happening in Wales and do not get the direct Wales only communications, please email me at chair@pascuk.co.uk put **Wales Newsletter** in the subject line and we will add you to the Wales Only circulation list.

Previous Wales Newsletters can all be found here: <https://www.pascuk.co.uk/wales-182-days-reports/>

GENERAL INFORMATION SECTION

PASC UK SOCIAL MEDIA

Please consider following PASC UK on Social Media, it gives us a way to contact you quickly in the event of any changes or announcements that are made. We promise not to bombard you and to try to keep it relevant and topical.

PASC UK on Twitter @PascUK

PASC UK on Facebook @pascukltd

This is where the latest news between newsletters gets posted.

MEMBERS AREA IS NOW LIVE

The Members area of the PASC UK website opened last week. Initially you will be able to check your account details and download any of the 25 Members only PASC UK papers. No longer will you need to ask Justin or myself 😊. The full list of the PASC UK Members Papers is detailed below. No longer will you need to ask Justin or myself 😊 We will add additional features over the next couple of weeks.

Anticipated questions:

1/ How do I log in?

On the main PASC website you will see a link in the top right-hand corner called "Member Login". Click this link and enter your email address and password. Once logged in you will be in the members area.

2/ I can't find my password.

Click on the "Member login" link on the far right of the menu on our website and click the "forgot password" link which is in blue text just below the "log in" button. Enter your email address in the field and click "request password reset" button.

3/ Who do I contact if I cannot get in?

If you are having difficulty, please email admin@pascuk.co.uk and Justin will investigate for you.

4/ My username doesn't match my email address, does it matter?

No, it doesn't, usually your username would be your email address, but through address changes and mistyping, some don't match up. However, the only place those are used is in the login field, all correspondence will go to your usual email address. Unfortunately, it isn't possible to change the username once it has been set.

PASC UK MEMBERS ONLY PAPERS

This is the current list of Members Only papers available in the Members area of the website.

- [PASC UK Business Rates Claim Note England](#)

A guide to 'Claiming' your property in England. You cannot 'check' You cannot 'Check' your properties Business Rates until you have done this.

- [PASC UK Business Rates Check Note England](#)

The guide will take you through 'checking' your Business Rates in England. It is vital that you book a call with the Chair before completing and submitting this 'Check'.

- [PASC UK Template Privacy Policy June 2022](#)

All businesses in the UK are required to have an up-to-date Privacy and Cookie. Not having one can lead to fines. This document provides you with a template policy.

- [PASC UK Template, Privacy Policies explained June 22](#)

This document explains Privacy Policies

- [PASC UK Template Cookie Policy and Guidance June 22](#)

This document gives further guidance on Cookie and Privacy Policies

- [PASC UK Guidance on using CCTV 2021](#)

Having CCTV at business premises can bring benefits, however there are several stages of legal compliance that you need to go through to operate such a system.

- [PASC UK Template CCTV Policy June 2022](#)

This document provides you with a basic CCTV Template Policy.

- [PASC UK Guidance on completing a short form LIA](#)

A 'Legitimate Interests Assessment' is a requirement if you have CCTV. This will guide you through creating one.

- [PASC UK Template LIA](#)

This document is a template Legitimate Interests Assessment for CCTV

- [PASC UK Template Breach Risk Assessment \(Req if you have a GDPR breach\)](#)

This template will guide you through the steps to take if you have a breach of GDPR.

- [PASC UK Record of Processing \(This is what data that you store and for how long?\)](#)

This template gives you the headings for the types of data that you store and for how long.

- [PASC UK Template Internet Fair Usage Policy](#)

This template document can be inserted into your Terms and Conditions to cover fair internet usage at your business.

- [PASC UK EV Charging Guidance](#)

This guidance takes you through putting together an EV Charging Policy at your business, necessary even if you do not have EV charge points, to help protect against charging out of the window.

- [PASC UK EV Charging Policy for Member's T's & C's](#)

This template document can be inserted into your Terms and Conditions to cover EV charging at your business, whether you provide the facility or not so as to help maintain insurance cover.

- [PASC UK Ghosting Report](#)

Ghosting is the practice that is employed by some self-catering agents whereby they leave your property on their website after you have left, with 'this property no longer available' Book one of these. This report tells you the steps you can take to have the property removed.

- [PASC UK Risk summary of 3rd Party suppliers at Holiday lets](#)

Having third party suppliers giving services to our guests at our businesses requires careful planning, in order not to void insurance. This paper explains the steps to take to maintain insurance cover. Covers chefs, mobile cooking companies, hot tub rental, bouncy castles. Entertainers etc.

- [PASC UK ICO Registration Paper](#)

This paper explains whether or not your business needs to register with the ICO. In 99% of cases PASC UK Members will need to do so. It costs £40 to register.

- [PASC UK ICO Registration FAQ's](#)

This document answers the most common questions about registering with the ICO and why you need to.

- [PASC UK Guidance on damage caused by guest and your T's & C's](#)

This document provides Members with another clause for their T's and C's. this one to protect you if guests cause damage to the property such that you have to cancel subsequent bookings and who pays.

- [PASC UK Template for clause in T's C's ref guest damage](#)

This is the template clause to add to your Terms and Conditions to protect you if guest damage causes future cancellations.

- [PASC UK Guest Comms Paper](#)

Improving the flow of Guest Communications from initial contact prebooking to post departure is one of the key elements to improving guest satisfaction and driving up repeat bookings. This paper should be taken in conjunction with the webinar on this subject in the Webinars section.

- [PASC UK Influencer Paper](#)

Many Members have reported being contacted by influencer or media offering coverage of your property in exchange for a free stay. There are several legal aspects to Members being offered this that they need to be aware of. These are covered in this Paper.

PASC UK MEMBERS LOGO UPDATED

We have updated the logos for Members to display on their websites. We now have a full set of Welsh versions too. A full variety of shapes and formats are available to suit all layouts.



MEMBER BENEFITS SUMMARISED

To carry out the lobbying work that we do on behalf of the Sector we need funding. 90% plus of this funding comes from Membership Subscriptions.

Members will get.

- Access to Telephone Support
- Prompt email support
- Access to Members Benefits and Discounts. (Buying Group Membership details below)
- Members only Webinars, (Including ask the Chair sessions)
- Book Surgery Appointments with the Chair
- Specific Discounts on key products
- PASC UK Guides to reducing Business Rates
- Hard Copy of the Visit England Pink Book
- 25 and growing Special Interest Papers including legal docs such Privacy and Cookie Policies

What will be available to non-members?

- The PASC UK Covid newsletters
- Email support when available. (Members support comes first).
- Free Webinars
- Cleaning protocols
- Some General interest Papers

We are currently making major investments in supporting you better and all this costs money, these include.

- Sponsorship of the Visit England Pink book, to help promote the safe and legal aspects of our sector
- Membership fees to the Tourism Alliance, UK Hospitality and Wales Tourism Alliance
- Surveys and reports to use data-based arguments to win support for the sector
- Legal papers to help inform and protect Members.

If you have not yet joined PASC UK, please consider joining NOW. Details below the Buying Club information. <https://bit.ly/3ptd4RU> Thanks.

BUYING CLUB MEMBER BENEFIT FOR PAID PASC UK MEMBERS

We are really pleased to announce a partnership with Purchasing for Business.

More details on the new PASC UK website here: <https://bit.ly/3ptd4RU>

This is a Buying Club, it's free to join if you are a paid up PASC UK Member. There will be no additional fee for Members to join the Club.

SUPPORT LOBBYING BY JOINING PASC UK

There is a huge amount of work and lobbying to do to help support you all in the self-catering sector. We don't ask very often, however, if we are to fight on so many fronts, we simply need more funds. There are thousands of you that have had the benefit of this newsletter and the lobbying done on behalf of the sector.

We are now asking that as many of you as possible join PASC UK. The fight is on so many fronts, and we get much better results when we engage proper legal advice and proper PR firms to assist with campaigns. Memberships to other organisations that provide common lobbying, information feeds and support also cost many thousands of pounds a year.

Membership fees are as follows: All per annum.

- Single cottage £70
- 2 – 4 Units £125
- 5 – 10 Units £200
- 11 + Units £300

For companies like cleaning firms, or industry support companies, Trade Membership is £200, and you will get a listing in the Trade Directory on the new website.

Members get telephone support and priority email support.

You can join here, simple form, takes 2 mins, and you'll get an invoice, payable by BACS or Credit Card. Just click on this link to go to the joining page: <https://www.pascuk.co.uk/join-pasc-uk/>

Wishing each and every one of you all the best during these trying times.

Best regards

Alistair Handyside MBE
Executive Chair
The Professional Association of Self-Caterers UK
www.pascuk.co.uk
chair@pascuk.co.uk
07771 678028



Professional Association of Self-Caterers UK

DISCLAIMER

We are in completely uncharted territory here, and any suggestions that we make are merely that and you should carefully consider your own business policies, and if necessary, consult with your Professional Advisors. PASC is your lobbying Association, not a legal service. In addition, please be very wary of some of the advice given on internet communities, blogs and social media. There appear to be thousands of experts out there where my understanding is that there are very few.

To that end, any information you get from any source you must double check. I will always try and put the actual link to the information in the newsletters so that you can read and assess yourselves. These are unprecedented times, please take exceptional care.