



## **Deputy Clerk's report – March 2023**

### **To consider options for replacing the current small truck and the ride-on mower. (Mar22 minute 9)**

That the current small truck is retained, and that the cam belt is replaced. – **completed.**

### **To consider some investments opportunities – (Nov22 – minute 9d)**

That £100,000 invested in a one year fixed bond with Close Brothers with signatories being any two of three and they are Cllrs S Wilson, M Cherry & H Jones – **Close Bros have advised that money can be added to current investment monies sent by BACS 15/12. Forms to change signatories has been sent to Close Bros.**

To review and adopt the following policies (Jan23)

Reserves, Investment Strategy & DSE – Contributions to eye test and glasses – adopted.

To receive the Council Manager report (Nov22 minute 13)

d) That wef 1st January 2023 APC advertises a 37hrs per week vacancy for an Open Spaces Team Member at scale point 10. – **Completed.**

To decide on the next steps regarding the one-year bond with United Trust Bank which matures in March 2023. (Jan23 minute 6)

a) To allow the one-year bond with United Trust Bank to mature in March 2023 and be placed in the current account taking into consideration proposed projects in the next 18 months

b) To invest £100,000 with Cambridge and Counties Bank in one-year bond with signatories being any two of Cllrs S Wilson, M Cherry and H Jones. – **Forms sent to Cambridge & Counties Bank 6/3.**

To consider the grant funding for the following (Jan23 Minute 7)

a) The Radlett Centre

There elements were then highlighted:

- office rent (currently £ 6,547 plus Vat per annum as separate budget line)
- grant of £120,000
- common cost / service charge - approx. £10,500 net



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- (i) 2023/24 provision for funding will be transferred to APC's contingency budget line.
- (ii) Should the application be received the funding will remain at the same level as 2022/23 and will be divided into 3 elements as detailed above. – **letter received from RCT requesting the £120,000 grant without info 3/2. Further update will be provided .**

### b) Newberries Car Park

- (i) To inform HBC that APC will not accept £20,000 as being the subsidy until the charges are consistent across the borough. Payment of £12,500 would remain.
- (ii) The £7,500 difference is to be transferred to APC's contingency budget line in 2023/24. **HBC has confirmed that grant remains at £12,500 for 2023/24.**

### c) Citizens Advice

- (i) To continue to fund hiring meeting room 1 every week for use by Citizens Advice at the cost of £4,000 per annum.
- (ii) To pay a grant of £5,000 in 2023/24 to Citizens Advice to support their work in the parish. – **Citizen Advice advised 10/2.**

### d) King George's Playing Field Radlett Trust

To pay a grant of £7,000 to King George's Playing Field Radlett Trust in 2023/24 – **KGV advised 3/2.**

### To receive the Council Manager report (Jan23 minute 16)

- a) That item a) in the report is agreed but as it affects an individual this is not reported.
- b) That APC remains in the LGPS scheme (Parish and Town Council Pool) for those staff eligible for the scheme within their contracts. – **LGPS advised 3/2.**

## **Agenda item 9 – To receive an update on APC's cyber security**

This item was previously discussed by the Committee in October as part of APC's insurance review. It was noted that although the cyber security is not covered by this policy APC is supported by Microshade and Hertscom in terms of IT security and data loss.

Members suggested to check with both companies if the addition cover is needed.

Following advice has been received:

- Microshade are insured against any data loss, leaks etc for which we are responsible, however we are not insured in the event, for example, a council staff member causes a GDPR data breach by emailing sensitive information, sharing their password, etc. The council would need cyber insurance to cover those sorts of eventuality.



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- Hertscom- all laptops/computers already have managed endpoint security anti-virus supplied as part of Hertscom service. Having professional IT suppliers involved in the provision of IT services is certainly a very good thing but it does not remove the risk of cyber-based threats.

Further update to follow as we are waiting for the updated cyber insurance quote.

### **Agenda item 10e - To discuss Rathbones investment following their annual presentation to the Committee**

As per its investment strategy Aldenhams Parish Council (APC) acknowledges the importance of prudently investing the temporary surplus funds held on behalf of the community

As agreed in September 2021 £100,000 was invested with Rathbone Bros PLC with the investment manager recommending that this is invested in no higher than their strategy level 4 ( medium risk )

The investment started in April 2022 and it is classed as long-term investment. APC must review its investments on regular basis and as per agreement with Rathbones they are committed to deliver the annual presentation of APC's investment performance on annual basis. In addition to this they also provide APC with their monthly statements.

### **Recommendation**

**That the Committee discuss Rathbones investment following their annual presentation on 13 March 2023 and decide on any actions to be taken**