

Bourton-on-the-Water Parish Council

Council Office, The George Moore Community Centre,
Moore Road, Bourton-on-the-Water, Glos. GL54 2AZ

Tel: 01451 820712

Email: clerk@bourtononthewater-pc.gov.uk

To IT and Data Sub Committee Members,

You are hereby summoned to attend a Meeting of the IT and Data Sub Committee to be held at **10.00am on Thursday 14th September 2023** in the Community Café at The George Moore Community Centre for the purposes of transacting the following business.

Papers for the meeting can be viewed in Dropbox – please click the link [Papers](#).

Sharon Henley

Mrs Sharon Henley

Clerk/RFO

8th September 2023

AGENDA

1. Apologies for absence.
2. Declarations of Interest.
3. Committee Membership: To note that Cllr Wareing has stepped down from the Committee and has been replaced by Cllr Roberts.
4. Insurance – Data Security Endorsement (Paper 1): To determine measures to comply with conditions of policy cover.
5. Dropbox: To consider current arrangements and whether to undertake a paid subscription (Papers 2a & b).
6. Domain Registrant and re-hosting of Council website (Paper 3): To approve recommendations from Imaginative Solutions and costs.
7. Archiving and Backups: To compare best practices to those currently used and agree further actions required.
8. Council owned PCs/Equipment for Councillors: To agree wording on what Parish Council's Policy should be when a new councillor has no suitable devices (laptop, tablet etc) to carry out their Council duties.
9. Technical Expertise: To agree method for IT specialist advice to be communicated to the Committee.
10. Budget 2024-25: To agree any budgetary requirements for IT and Data from 1st April 2024. For consideration within Council draft budget.
11. Items to Note.
12. Date of Next Meeting: To be agreed.