

Leigh on Mendip Parish Council

MEETING Date: ...Monday 20th June 2022.....

<p>Agenda Item: Insert wording to appear on the agenda. Remember to make it clear what you are asking your fellow Councillors to do. "To consider..." " To note..." "To review..." "To resolve..."</p>	<p>Proposal to set up Councillor Emails for the Parish Council</p>
<p>Background Information: Insert as much information as possible so that councillors have the detail that they need in order to make an informed decisions</p>	<p>Councillors currently use their personal emails for any correspondence relating to Parish Council business. If a Freedom on Information request is received, in certain instances all emails will need to be accessed to obtain the necessary information.</p> <p>By having Councillor emails information relating to the Parish Council is kept separate and once a Councillor resigns or not re-elected the whole email account is deleted.</p> <p>Emails can be access by logging into a Webmail account, each Councillor will have a different login name and password.</p> <p>If approved the emails would be: - Cllr.xxxx@leigh-on-mendip.org.uk The Clerks email would be :- clerk@leigh-on-mendip.org.uk</p>
<p>Background Documents: Insert names of documents to be sent out with the meeting papers.</p>	
<p>Costs: Insert detail of any costs associated with the decision that you are asking the council to make</p>	<p>Within the current website package, it comes with five email addresses</p> <p>There are seven Councillors and the Parish Clerk so eight email addresses would be required.</p> <p>Additional emails are £1 per month each so the contract price would be an extra £3 a month or £36 per year.</p> <p>Note the current contract for the website is £1 a month, in March 2023 it will increase to £8 a month</p>