

# Bourton-on-the-Water Parish Council

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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 **6.30pm on Tuesday 12<sup>th</sup> March 2024** in the Salmonsbury Room 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

6<sup>th</sup> March 2024

## AGENDA

1. Apologies for absence.
2. Committee Membership: To note updates to committee membership and that Dave King of Imaginative Solutions has agreed to attend in an advisory capacity.
3. Declarations of Interest.
4. Approval of the draft minutes of the meeting held on 14<sup>th</sup> September 2023.
5. Matters Arising
  - a. Data Security Endorsement.
  - b. Dropbox.
  - c. Domain registrant.
  - d. Archiving and back-ups.
  - e. Council owned PCs/equipment for councillors.
  - f. Technical expertise.
6. **IT Software (Paper 1):** To consider proposal by Cllr Samuel that all Parish Council work is conducted by Council-approved software.
7. **IT Training:** To agree recommended training requirements for councillors.
8. **Website:**
  - (a) To note current non-compliance notification (Paper 2a).
  - (b) To note information on website accessibility compliance, as supplied by Aubergine (Papers 2b, c & d).
  - (c) Website quotes (Paper 3): To review quotes and agree a recommendation for full Council.
6. Items to Note.
7. Date of Next Meeting: To be agreed.