

# New Council website

## *Report to Parish Council 16<sup>th</sup> January 2020*

Thanks to the excellent work and technical help from Adam and Steve at NetWise the new website is now fully operational.

The basic pages are all fully built and all the current content is in place, I can add further pages and sub-pages as required if and when the need arises.

I have uploaded all documents from January 2019 to now, I will work on the easiest way to make older documents available through the website.

The Update mailing list which visitors to the site can sign up to on the website is running, it currently has 45 people registered.

I am putting together a step by step guide with all the editing procedures so that anyone who takes over editing the site in the future will pick it up quickly, there will also be a Clerks copy of the instructions.

As part of the Council GDPR requirements Councillors have now been issued with a dedicated email address linked to the website system. Currently not all of the addresses have been activated, it is important they are activated because all the addresses are published on the website and will be in the next edition of the Parish magazine. If a resident sends an email to a Councillor's Council email address and they have not activated the account, the sender of the message will not get a bounce back, because the addresses are 'live' on the webmail system, and the person might think they are being ignored.

Councillors are requested to activate their addresses as soon as possible, easy instructions were sent previously. If anyone needs help I am happy to come and help set it up, if you want to access your emails on your phone you are advised to set up forwarding to another account that you already access on your phone rather than trying to set up webmail on your phone, because of the high security on the main server for the site it is easy to make a mistake in the set up to your phone, the system would then block your IP address and deny access to any of the website services and all services provided by NetWise.

If any Councillor has difficulty in setting up the activation I can do it for you from the editing site and set it to forward the messages to your existing email address, then send you your login details – BUT I need your permission to do that.