

## ICT

### Social Media

At its July '21 meeting, the parish council approved a proposal (report WPC.21.07.04) to set up, maintain and moderate Social media for the parish (Facebook) in order to increase the reach that the parish has and engage with more residents.

A recent review of the parish social media account is attached as **Appendix A** to this report.

On average, the clerk is spending about 3 hours a week on internet updates and social media (up from 90 minutes in 2024/25)

### ICT & Communications

As with previous financial years, the clerk is proposing that a small budget be set aside as an advance authorisation in the event of ICT issues where a call out is required. In the previous financial year, an expert was called out on two occasions at a cost of £120 against the authorised £150.00 (up from one occasions in 2024/25). A further visit was factored into the migration over to the .gov.uk website.

To ensure that print toner can be purchased in a timely fashion and take advantage of offers which arise from time to time, the clerk is also seeking an advance authorisation of expenditure on print toner for the current financial year.

The Local Government Act 1972 s.111 makes provision for the council to do anything that will facilitate, be conducive to or incidental to the discharge of its powers and functions.

The approved budget for 2026.27 makes provision for Office Supplies (£750.00) and Services and Supplies (£750.00).

Additionally, the clerk needs to make further provision for secure disposal of confidential waste, at a cost of £80 plus VAT.

### Recommendation:

- i) **To authorise expenditure for print toner in the current financial year at a cost of not more than £600 plus VAT.**
- ii) **To authorise the cost of call out charges when needed to resolve IT issues on the parish laptops, to a maximum of £150 plus VAT for the current financial year.**
- iii) **To authorise the cost of shredding of confidential waste at a cost of £80 plus VAT.**