



Stratfield Mortimer Parish Council Report

05/06/2025

Finance and General Purposes Committee

Clerk's Report- Appendix 25/006

1 Insurance

The insurance has been renewed through Clear Councils. The new policy starts 1 June.

2 Annual Governance statement in March 2026

When the Council completes the Annual Governance Statement for the year ended 31st March 2026, it will need to respond to a new assertion regarding digital and data compliance. The Practitioners' Guide issued in March 2025 states that to warrant a positive response to this assertion, the authority needs to have taken the following actions:

- 1.47 Email management - every authority must have a generic email account hosted on an authority owned domain, for example clerk@abcparishcouncil.gov.uk or clerk@abcparishcouncil.org.uk rather abcparishclerk@outlook.com.
- 1.48 All smaller authorities (excluding parish meetings) must meet legal requirements for all existing websites regardless of what domain is being used.
- 1.49 All websites must meet the Web Content Accessibility Guidelines 2.2 AA and the Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018.
- 1.50 All websites must include published documentation as specified in the Freedom of Information Act 2000 and the Transparency code for smaller authorities (where applicable).
- 1.51 All smaller authorities, including parish meetings, must follow both the General Data Protection Regulation (GDPR) 2016 and the Data Protection Act (DPA) 2018.
- 1.52 All smaller authorities, including parish meetings, must process personal data with care and in line with the principles of data protection.
- 1.53 The DPA 2018 supplements the GDPR and classifies a parish council as both a Data Controller and a Data Processor.
- 1.54 All smaller authorities (excluding parish meetings) must also have an IT policy. This explains how everyone - clerks, members and other staff - should conduct authority business in a secure and legal way when using IT equipment and software. This relates to the use of authority-owned and personal equipment.

Miss Danielle Davis- 29/05/2025