

# WHIXLEY PARISH COUNCIL

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## TERMS OF REFERENCE WHIXLEY VILLAGE WEBSITE

1. Whixley Parish Council are the legal owners of the Whixley Village Website, pay hosting fees and for the domain name. The Village Hall Management Committee own their own domain name and website, which is linked to the Parish Council Village website. Any other fees which may become payable will be considered by The Parish Council and should be brought to the attention of the Clerk for discussion at the next Parish Council meeting.
2. The Parish Council have a legal obligation to have and maintain a Website in order that they can meet the legal requirements of the Transparency and Accountability Act.
3. The Parish Council pages are updated in line with the Transparency and Accountability Act by the Parish Clerk/Proper Officer.
4. Whixley Village Information pages of the website are updated by an agreed Web Master. At the time of this document being created, the Web Master carries out this work on a voluntary basis.
5. Technical problems are at first point, dealt with by the Web Master. If these problems are not within the scope of his technical knowledge and further costs are involved, then this should be brought to the attention of the Parish Clerk.
6. The Village Website is an information portal for the use of the community. It is not a place for personal views to be aired or to be used for Commercial enterprise. The Parish Council can have an item removed, if they feel it could be detrimental to the community of the Village.
7. Links to local community businesses and organisations may be shown on the website, however the Parish Council, Parish Clerk and Web Master do not imply any endorsement of them. No payments are made or received for any of these links.