Aymestrey Parish Council.

Assertion 10 Digital and data compliance (Assertion 10 added to clarify data compliance, previously covered under Assertion 3) ***Note: Assertion 10 will appear on the AGAR 2025-26***
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 than abcparishclerk@gmail.com or abcparishclerk@outlook.com for example.	YES
1.48 All smaller authorities (excluding parish meetings) must meet legal requirements for all existing websites regardless of what domain is being used.	YES
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 (where applicable).	YES
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).	YES
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.	YES
1.52 All smaller authorities, including parish meetings, must process personal data with care and in line with the principles of data protection.	YES
1.53 The DPA 2018 supplements the GDPR and classifies an authority as both a Data Controller and a Data Processor.	YES
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.	YES

Clause 5.123 page 46 of the Practitioners' Guide 2025, jointly published by the Smaller Authorities Proper Practices Panel (SAPPP), National Association of Local Councils, Society for Local Council Clerks and The Association of Drainage Authorities.

Website accessibility
Where a smaller authority is subject to the requirements of website accessibility it does not have to buy a new website to comply with accessibility law if it places a disproportionate burden on the authority. At a minimum all authorities' websites must include an accessibility statement on their website and keep it under regular review. This statement should include reasons for not meeting accessibility requirements, ways to source alternative copies of non-accessible documents and a point of contact.

clerk@aymestrey.org 13 Feb. 26

DRAFT