

Sampfords Courtenay Parish Council

Report for the meeting November 13th 2024

Subject: Email service quotations (-.gov.uk)

Report prepared by: Malcolm Harris - Clerk

1. SUMMARY OF PURPOSE

- 1.1 To report on the quotations received from three Approved Registrars regarding the possible changeover to a .gov.uk email address for the Parish Council .

2. BACKGROUND

- 2.1 At the May 1st meeting of the Parish Council , the Councillors discussed the advice received for Parish Council emails to migrate to a **.gov.uk** domain . It was noted that , although the 2025 audit process would be recommending a .gov.uk domain name as best practice , it would **not** be mandatory. At the September meeting , the Clerk was asked to seek three quotations from the Cabinet Office list of approved registrars for a **.gov.uk email service** for further consideration at the next meeting.
- 2.2 The Parish Council website has a gov.uk domain in place and currently pays Gold Coast £246 annual to webhost and £25 for the annual SSL certificate. It pays HCI Data £114 for the renewal of the website domain **.gov.uk** every 2 years.

3. SPECIFICATION AND QUOTATIONS

- 3.1 The specification for quotes was based upon an **email set up** , its domain name and annual costs for 9 email accounts. The three companies provided more information than the original specification and the prices varied . For example , one company offered assistance with the website hosting and accessibility issues ; whilst another costed the work through Microsoft Office 365 and offered domain renewal at £30 per annum .. There is still information to be explored before a final understanding of which package would suit a small council such as Sampfords Courtenay and there may be an option to receive quotations for the whole package of emails and web services . For further information –the company websites are listed below

4. QUOTATIONS FOR EMAIL

COMPANY	Set Up	Annual - 9 E mail accounts
Netwise	£50 + VAT	£24 plus VAT per email
Alchemy	£675 + VAT Two requests for an “email only” quote has still add -ons that are not required.	£45 plus VAT per email
Active Council	£55 + VAT	£25 plus VAT per email

Netwise - <https://parishcouncilwebsites.org.uk/prices/>

Alchemy - <https://www.alchemysystems.co.uk/> Active Council - <https://activecouncil.co.uk/>

5. RECOMMENDATION

Councillors consider the following options :-

- 5.1 To choose an approved supplier , for .gov.uk email services from 2025/26; or
- 5.2 To seek quotes for both web and email .gov.uk services for 2025/26 ; or
- 5.3 To remain with the gmail accounts for a further financial year