**Moving to gov.uk**

**.gov.uk Domain Names**

1. **Costs**

The cost of the .gov.uk domain name is an additional £5.50 per month + VAT

1. **What is included**
2. Migrate website to the new gov.uk domain.
3. Rename the clerk’s email account to the new .gov.uk and set up on the Clerk’s laptop.
4. Implement a ‘301’ re-direct from our existing website pages to the relevant pages on the .gov.uk website.
5. Implement an auto-forwarding from the existing email account to the .gov.uk email address.
6. Switch off the auto-renewal on the .org.uk domain name (the forwards in points 3 and 4 will work until the domain name expires).

**.gov.uk Email Addresses for Councillors**

We can provide email addresses for each Councillor in any of the formats below

cllr.lastname@yourparishcouncil.gov.uk (recommended)

firstname.lastname@yourparishcouncil.gov.uk

initial.lastname@ yourparishcouncil.gov.uk

1. **Costs**

The costs per Councillor email address if £2.20 per month + VAT

1. **What is included**
2. We will come along to a Parish Council meeting and set up laptops, iPads and phones on the night for all Councillors.
3. For Councillors not able to attend on the night, we provide remote support to add their email address to Windows laptops/desktops. Councillors can call the office and using ‘TeamViewer’ we will log onto their windows laptop or desktop and set it up for them.
4. For Councillors not able to attend on the night and want their email address on a mobile device we will provide everything they need (and a YouTube tutorial) via a text message. If they need help we have a WhatsApp service available where they can send ‘screengrabs’ to let us diagnose the issue.

**Please note**: The email address for the Clerk is included the base monthly fee and is not an additional charge.