

## **Estimate and Agreement to Proceed with website development**

### **Client**

Barling Magna Parish Council

### **Overview**

Redesign and build of website for Barling Magna Parish Council

### **Format & Content**

The website will be built with WordPress giving it a more modern feel and making it easy for client to update themselves.

The design will follow their existing branding colours - blue, orange, teal, black, grey.

The new structure will consist of:

- Homepage
  - Categories (news posts categories)
  - Barling Magna wildlife reserve
  - Photo Gallery
  - Hall Hire
  - Contact
  - Policy pages

It is important to include a new Hall Hire section, to include a Facebook feed (this may come at an additional premium – we will consult with you in advance), the Report a Streetlight facility is included as well as an announcements section.

Tracking analytics will be included and access will be granted.

### **Future Updates and Maintenance Charges**

There is an option maintenance plan covering website updates (WordPress, plugins, scripts, etc.) as they are available. Our full maintenance plan is £350+vat per year and includes nightly backups and we would perform updates as needed and fix any issues that might result in those updates causing problems.

### **Timescale**

We anticipate the design and build to take approx. 4-6 weeks.

**Costs Website Design**

<b>Web design</b>	£840+vat
<b>Annual updates and maintenance</b> (optional)	£350+vat per year
<b>Nightly backups without maintenance</b> (optional)	£100+vat per year

**Hosting Costs**

Hosting - £120+vat per annum

**Terms and Conditions**

An order for the design of a website implicitly invokes the terms and conditions of sale set out below.

**DEPOSITS**

25% deposit required with order. A further 25% payable at the half-way stage.

**FINAL PAYMENT**

Final payment for the construction of the website is payable **immediately** upon completion and prior to site launch.

**Copyright**

Copyright of pages and images produced by Site-Street Ltd remains with the client.

**Limitations of Liability**

With regard to the content of the website. It is the client's responsibility to ensure that pages and images are not libellous and do not infringe copyright or other intellectual property rights. The client hereby agrees to indemnify and hold Site-Street Ltd harmless from any legal actions which result from the content of the client's web pages. It is the client's responsibility to ensure that the content of the website is not in contravention of applicable legislation such as, but not limited to: material judged to be obscene, threatening or racially prejudiced. Site-Street Ltd hereby excludes itself, its Employees and or Agents from:- all and any liability for loss or damage caused by any inaccuracy; omission; delay or error, whether the result of negligence or other cause in the production of the website; All and any liability for loss or damage to clients artwork/photos, supplied for the site. Immaterial whether the loss or damage results from negligence or otherwise.

I agree to the above proposal and instruct Site-Street Ltd to proceed

SIGNED .....

DATE...../...../.....

NAME (PRINT).....

(Please keep one copy of this document and return one signed to Site-Street Ltd)