

## **Agenda Item 8d – Parish Online Mapping Software Renewal**

The Parish Online Mapping Software was purchased to enable mapping during the development and production of the Neighbourhood Plan, which was completed in 2024 and “made” in April 2025.

It was decided to retain the subscription last year to facilitate mapping for projects coming forward from the new Neighbourhood Planning Advisory Group. In the past year the software has not been used, however the group is hoping to put forward potential projects in the next financial year.

The annual renewal invoice of £200 plus VAT has now been received for payment by the 31<sup>st</sup> March.

Historically the mapping invoice was paid from the Neighbourhood Plan Earmarked Reserve, which now has a Nil balance, however funds will be transferred from this year’s underspend at the end of March as agreed at the December budget meeting. Last year the invoice was mostly paid from the Reserve (£152) with a top up transferred from the general fund (£48).

Councillors need to decide whether to retain the software and renew the subscription. If retained, it is recommended that a transfer is made from the General Fund to the Neighbourhood Plan Earmarked Reserve and the invoice is paid from there. This can then be directly accounted for in the correct area of spend and form part of the agreed transfer from the underspend to this Reserve.

**Debbie Bird**  
**Clerk to Willand Parish Council**  
**March 2026**