

Burgh and Tuttington Parish Council

Proposals for the Parish Council Website.

We have recently looked at the purpose and design of the Parish Council website with a view to updating it and to ensure it fully complies with legal requirements.

The Transparency Code

This requires that members of the public should be able to access free of charge the following information:

- all items of expenditure above £100
- end of year accounts
- annual governance statement
- internal audit report
- list of Councillor or member responsibilities
- details of public land and building assets
- minutes, agendas and meeting papers (within a month of the meeting, agendas no later than three days before the meeting in question).

GDPR Compliance

Websites must provide the following:

- a person can ask to see any data held on them
- a person can ask to delete any data held on them
- a valid reason must be stated for gathering personal information
- consent is required to gather personal information
- stored information must be safeguarded.
- a Privacy Policy must be published

Accessibility

Websites must comply with the WCAG 2.1AA Accessibility Standard:

- Perceivable. Information must be understandable by users
- Operable. The website must be easy to navigate
- Understandable. Information and language must conform to this.
- Robust. Content must be robust enough to be interpreted by assistive technologies.

Proposals

Our website is on its way to compliance but this process needs to be completed. The following points of discussion and action are proposed:

1. Agree to remain with the current website provider or consider an alternative.
2. Agree how the site is to be managed and kept up to date.
3. Agree to ensure the Parish Council website complies with appropriate policies.
4. Agree an archive policy for the website and paper documents.