

Finance & General Purposes Committee 16th August 2021

Improvements to Council Website

1. Purpose

- To propose some improvements to the Council's website to enable easier access to documents including Agendas, meeting papers and minutes.

2. Recommendations

- 2.1. To agree to the proposed improvements to the website with the costs being met from the Publicity and Website budget

3. Report

- 3.1. One of the recommendations of the Peer Review was to make the Council's Agendas Minutes and other documents more accessible on our website.
- 3.2. The issue of the difficulty in locating documents on the website has been identified two years running by the internal auditor and by many members.
- 3.3. It is proposed to make some internal changes at this time within the existing website rather than completely redesign it as this would be a much bigger project taking more time and resources. It is hoped that these improvements will significantly improve access to the documents for members and the public.
- 3.4. The Database that will be incorporated will be fully searchable and include a documents library that will be much easier for staff to upload to saving time.
- 3.5. There have already been some improvements:
 - Changing the font colour from the almost invisible pale green
 - Including a 'News' page that we can use for events and announcements etc.
 - Adding in some information about the wildflower project.

4. Domain name

- 4.1. To enable the MMC to generate automatic email ready invoices we have had to transfer and do some work with one of domain names that was still held by a previous supplier. The cost of this is around £25 +VAT

5. Financial implications

- 5.1. The total cost of this work will be less than £400 and can be met from the Publicity and Website budget of £1800

Ross Willmott

Parish Manager

August 2021.