Briefing Note

New council website

1.0   Background

The most recent move to ensure councils provide information digitally has come through the introduction of the Transparency Code (April 2015) which calls for councils with less than £25,000 precept to now put a range of financial and other information on-line through a website. We comply with the minimum requirements and go beyond that by posting almost all our council documents online.

The MPC website contains a large quantity of information relating to parish community groups and businesses that was published in 2010. It has never been updated (and we have never received complaints about it being out of date). In 2022, communities and businesses use their own Facebook pages to promote themselves with information that is topical and accurate.

2.0   Current content management

Problems in maintaining current site in a workable way

- Wordpress system needs someone with specialist skills to post and maintain the content.
- Being able to understand layout tools (headings, fonts, sizes, colour)
- Uploading documents and inserting them into the site
- Clerk has to maintain community information

3.0   Visit other websites

Here are some examples of simpler and cleaner sites that just focus on council work

St Keyne & Trewidland Parish Council
https://www.stkeynetrewidlandpc.org.uk/

Saltash Town Council
https://www.saltash.gov.uk/

Okehampton Town Council
https://www.okehampton.gov.uk/

4.0   What next?

Councillors will be asked to agree to transfer web content to a new format that will include these topics extracted from the current site:

Page	Content
Home Page	Welcome message Date of next meeting Legal notices Key council news Links to individual council pages (currently on a tab) Councillors & Contact Meetings (agendas, minutes and reports) Planning Menheniot Green

	Parish admin (with sections for Policies & Procedures, Notices, Legal Notices, Other) Community Safety Grants & Donations Allotments
News & Eevnts	Deleted
Business	Deleted
Groups & Activities	Moved to community calendar where groups can upload their own content (after approval from web admin)
General Information	Discuss this – contains details of 30 footpaths within the parish.
Contact	Retain

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