

Worstead Parish Council Website Accessibility Statement

We want everyone who uses our website (<https://worsteadparishcouncil.norfolkparishes.gov.uk/>) to be able to find, read and understand our content, so we work to achieve and maintain the AA standards of the [Web Content Accessibility Guidelines \(WCAG\) 2.1](#).

View the site your way

You can change the colours, contrast levels, font styles and magnify the page up to 150% without the text spilling off the screen.

Navigate by headings

Use browser plugins or assistive technology such as screen readers to list the headings and subheadings in the page and go straight to the heading you need.

Navigate by links

Users of assistive technology, such as screen readers, can get a list of all the links on a page and understand their purpose from the link text.

Navigate by keyboard

Users who navigate by keyboard can see the interactive element currently focused on, such as links and form fields, through a highlighted outline.

Skip to content

Use a keyboard to find the skip links and jump directly to the main content on the page.

Listening to content

Use text to speech browser plugins or assistive technology to listen to content you select with the mouse or keyboard. Screen reader users can listen to content, navigate the site and interact with menus.

Using different devices

To make the best use of our website with a range of devices, use the [My Computer My Way's guide to using assistive technologies](#).

Alternative formats

If you need information on this website in a different format such as accessible PDF, large print, or audio recording, please contact us using the details below. We will consider your request and get back to you as soon as we can.

Technical information about this website's accessibility

Worstead Parish Council is committed to making its website accessible, in accordance with the Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018.

This website is partially compliant with the [Web Content Accessibility Guidelines version 2.1](#) AA standard, due to the non-compliances listed below:

- the text will not reflow in a single column when you change the size of the browser window
- you cannot modify the line height or spacing of text
- most older PDF documents are not fully accessible to screen reader software
- some finance documents are scanned images which cannot be read by a screen reader

PDFs and other documents

Many of our older PDFs and Word documents do not meet accessibility standards - for example, they may not be structured so they are accessible to a screen reader. This does not meet WCAG 2.1 success criterion 4.1.2 (name, role value).

Some of our PDFs and Word documents are essential to providing our services. For example, we have PDFs of meeting minutes and agendas as well as policy and procedure documents. From September 2020 we plan to gradually replace policy and procedure documents with accessible PDFs or HTML pages.

The accessibility regulations do not require us to fix PDFs or other documents published before 23 September 2018 if they are not essential to providing our services. For example, we do not plan to fix old copies of meeting minutes. Any new PDFs or Word documents we publish will aim to meet accessibility standards.

Non-accessible content

The content listed below is non-accessible for the following reasons:

Annual Returns and Finance

Scanned documents to PDF

Freedom of Information Publication Scheme

Presented in tabular format

Risk Assessments

Presented in tabular format

Non-compliance with the accessibility regulations

Scanned documents are not accessible. When we are able to publish these documents in a different format we will do so.

Contact us

We are always looking to improve the accessibility of this website. If you find any problems not listed on this page or think we are not meeting accessibility requirements, or if you'd like to request information in a different format, please contact us:

via email to: clerk.worsteadpc@gmail.com

or

write to us at: Worstead Parish Council, Spinners Cottage, 18a Honing Row, Worstead, Norfolk, NR28 9RH.

Last updated

This statement was last updated in September 2020. We tested the website using the WebAIM Web Accessibility Evaluation Tool (WAVE) in April 2024 according to WCAG 2.1 AA standards which guide our long term audit and improvement plans and will next review it in April 2025.