

# MEDBOURNE PARISH COUNCIL

## Accessibility Statement for website of Medbourne Parish Council

This accessibility statement applies to  
<http://medbourne.org.uk/parishcouncil/index.html>

This website is operated by Medbourne Parish Council

We want as many people as possible to be able to use this website. For example, that means you should be able to:

- change colours, contrast levels and fonts
- zoom in up to 300% without the text spilling off the screen
- navigate most of the website using just a keyboard
- navigate most of the website using speech recognition software
- listen to most of the website using a screen reader (including the most recent versions of JAWS, NVDA and VoiceOver)

We've are in the process of making the website text as simple as possible to understand.

### The accessibility of this website

*Statement prepared in November 2020:*

*Some parts of this website are not fully accessible:*

- *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*
- *live video streams do not have captions*
- *some of our online forms are difficult to navigate using just a keyboard*
- *you cannot skip to the main content when using a screen reader*
- *there's a limit to how far you can magnify the map on our 'contact us' page*

Statement revised in December 2020:

- For the text to reflow in a single column when changing the size of the browser window - *the web site was designed so it would work on a low resolution phone and the window does adapt when shrunk; it will not go below 560 pixels because that's the maximum size used for images.*
- Modifying the line height or spacing of text - *do CTRL + or CTRL - and it magnifies or shrinks.*

- Accessibility of older PDF documents are not fully accessible to screen reader software - *the original Word files are almost certainly lost and there were hundreds of them*
- Live video streams - *there are no video streams.*
- Online forms are difficult to navigate - *there are no online forms.*
- Skipping to the main content when using a screen reader – *this has yet to be tried with any screen reader software : the Council does not have current access to such software but this will be investigated.*
- Magnification of a map on the 'contact us' page – *there is currently no map on the 'contact us' page*

## **Feedback and contact information**

If you need information on this website in a different format like accessible PDF, large print, easy read, audio recording or braille:

- email : [pcmedbourne@gmail.com](mailto:pcmedbourne@gmail.com)
- call : Parish Clerk 07724 812 359

We will consider your request and get back to you in seven days.

There is no map on the 'contact us' page : call the Parish Clerk (07724 812 359) or email us <http://medbourne.org.uk/parishcouncil/HTML/contacts.html> for directions.

## **Reporting accessibility problems with this website**

We are always looking to improve the accessibility of this website. If you find any problems not listed on this page or think we're not meeting accessibility requirements, contact: [provide both details of how to report these issues to your organisation, and contact details for the unit or person responsible for dealing with these reports].

## **Enforcement procedure**

The Equality and Human Rights Commission (EHRC) is responsible for enforcing the Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018 (the 'accessibility regulations'). If you are not happy with the response to a complaint, [contact the Equality Advisory and Support Service \(EASS\)](#).

## **Contacting us by phone or visiting us in person**

We do not yet provide a text relay service for people who are D/deaf, hearing impaired or have a speech impediment.

There are no offices maintained by the Parish Council, so it is not possible to visit us in person. If contact is made with us before we can arrange a British Sign Language (BSL) interpreter to be available for a telephone or video connection.

## **Technical information about this website's accessibility**

Medbourne 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.

### **Compliance status**

This website is partially compliant with the [Web Content Accessibility Guidelines version 2.1](#) AA standard, due to 'the exemptions' listed below as "Content that's not within the scope of the accessibility regulations"

Some of our PDFs and Word documents are essential to providing our services. For example, we have PDFs with information on how users can access our services, and forms published as Word documents. By September 2020, we plan to either fix these or replace them with accessible HTML pages.

The accessibility regulations do not require us to fix PDFs or other documents published before 23 September 2018 if they're not essential to providing our services. Any new PDFs or Word documents we publish will meet accessibility standards.

### **What we are doing to improve accessibility**

We are in the process of developing an accessibility 'roadmap' to show how and when we plan to improve accessibility on this website.

### **Preparation of this accessibility statement**

The initial statement was prepared on 1 November 2020. It was last reviewed on 6 December 2020.

This website was last tested 6 December 2020 The test was carried out by Martin Field, the Parish Clerk of Medbourne Parish Council, using a sample of pages to test:

- our site's homepage
- the content pages
- images, video and audio content

***Medbourne Parish Council***  
***Revised December 2020***