Wye with Hinxhill Parish Council

Committee:	**Public Liaison & Communication**
Meeting Date:	**Tuesday 27 November 2007**
Title:	**Update on current Parish Council Website Options**

Objective

Cllr P Morris and the Clerk have met twice to experiment with the wyeweb and wyewithhinxhillpc websites. The Clerk attended training on 8 November in Maidstone for the latter site and now has a training manual. The purpose of these notes is to compare the apparent potential of each site – not to discuss wider issues of ownership, control, management etc.

wyweb

There appear to be two ways of using wyeweb. The first is to have a <u>mini-site</u>

1. A mini-site can comprise four page-types:
    *   Contact page (you would usually only choose to have one, which the PC has)
    *   Text pages – comprising no more than 4,000 characters (including spaces)
    *   A photo archive page to which can be attached files with photos
    *   A document archive page to which can be attached document files

2. A mini-site can only have 10 pages in all. The 10 pages can be a mixture of different types of page not ten pages of each type.

3. The PC has registered for a mini-site. It currently comprises a contact page and a text page listing all councillors.

4. Mini-sites can only be found by going into the main section called 'Directory', scrolling down to find the particular mini-site in which one is interested and then opening it.

Another way to use wyeweb is to have a separate <u>section</u> that appears on the main menu bar.

1. Apart from the Links and Weather sections, there is the Forum, the Directory (of mini-sites) and the Village Calendar, plus three 'blog' sections.

2. The blog sections work on the principle that people who have the necessary passwords to each blog section (currently the 'Home' page, 'Creative Wye' and 'About Wye') can post articles on these sections.

3. Each section works chronologically so the most recent article appears first and is then superseded by the next article that is posted. The articles can be accessed in chronological order by scrolling down the page, and by clicking on the sequence of pages at the bottom of the screen. Currently there are 47 articles in the Home section. There does not appear to be an index giving the titles of all the articles (though perhaps this is a function that can be added) nor on what page of the Home section an article appears.

4. The Parish Council has now been provided with a blog section to use. It is currently hidden as this Committee has yet to recommend whether or how the PC might use it.

wyewithhinxhillpc.kentparishes

This website is part of the kent parishes website scheme provided by KCC.

1. It is a conventional website (not a series of blog sections) aimed at organising as much information as the owner of each site wishes to make available.

2. The site consists of
   - Home page
   - News page
   - Diary page
   - Links page
   - Message centre (like a Forum)
   - FAQs page (where frequently asked questions can be posted with answers

3. In addition there is a section entitled 'Site Pages' (or 'More Pages') where the owner of the site can add an apparently infinite number of text pages.

4. These text pages can be organised into an apparently infinite number of categories. Each category comprises what is called a parent page. Each 'parent' page can have an apparently infinite number of 'child' pages.

5. At this experimental stage the Clerk has created the following pages for the wye with hinxhill site:

   - Home page with photo and explanatory text
   - Site pages comprising 10 categories of information

6. The 10 categories of information are based on the assumption that the PC wants to use the site as a parish site that includes information about the whole parish, not just the PC. Obviously if the PC decides the site should be confined solely to PC matters then the categories can be adjusted accordingly.

7. The current 10 categories of information and their sub-pages ('child' pages) are outlined in the accompanying table. *They are only tentative and can be altered very easily.*

Conclusion

Please take a look at both websites remembering that the PC is only experimenting at the moment.
> www.wyeweb.org and www.wyewithhinxhillpc.kentparishes.gov.uk

Please think about what the Parish Council wants to achieve and how best this might be done using one or other (or a combination) of the free sites currently available.

Issues of ownership and management must then be considered. The PC has received a copy of the agreement that it must sign if it is to develop its wye with hinxhill site. Cllrs de Saxe, Thake and P Morris have copies and will be able to comment on the agreement's terms and conditions. Once signed, it appears that the PC will have complete freedom to use this site, in accordance with the agreement.

Currently there does not appear to be a long-term owner for the wyeweb site (as David Hewson apparently wants to stand down) nor any arrangements in place for deciding how it will be managed (eg by an overall webmaster assisted by known administrators) . It is not clear who at present has access to the various blog sections to post articles, and some articles are currently posted anonymously.

TABLE OF CONTENTS
www.wyewithhinxhillpc.kentparishes.gov.uk

Categories i.e., 'parent' pages	Sub-categories within each category i.e., 'child' pages
Countryside round Wye	The Landscape Natural History Rural Economy
History of Wye	
Maps and Travel	*How to reach Wye by road* *How to reach Wye by public transport* *Map of area* *Map of Wye*
Outdoor pursuits	Walking Cycling Horse-riding
Parish Council	Councillors Council, Committees and Meetings Minutes and Agendas Clean and Green Issues Community Safety Planning Information and Liaison Resources Allotments Burial Ground
Places to Visit	Places to Visit in Wye Elsewhere in the Parish *Within easy reach of the Parish*
Shops and Businesses	Business Directory Wye Business Association Not-For-Profit enterprises
The Community	Community Services Voluntary Clubs and Organisations Churches Being Green in Wye
Where to Eat and Stay	
Wye's Young People	