

People & Policy Working Group

Meeting – 16th December

Attendees – MH, AC, Clerk

1. **WHPC Website** – the group discussed the current website and what was working well and what could be improved. Improvements were then considered taking into account :
 - a. Reported difficulties when trying to find documents
 - b. Low traffic areas of the website
 - c. How to give greater profile to initiatives such as the tree report
 - d. How to provide information on
 - i. Working Groups
 - ii. How to report what the Council is doing re projects/Initiatives
 - iii. Newsletters

Suggested improvements include

- Create a new Home page tab for “Council Initiatives” with a sub-menu for projects such as Traffic, Broadband, Trees etc
- Rename Parish Council tab as “Your Council” or “Your Parish Council”
- Under “Your Council” add new sub-menu items for Working Groups & Committees and newsletters
- Unify styles across pages using buttons for links to documents/links
- Combine current Community & Local Services tabs into one “Information” tab.
- Amend current “News” to include current news and diary items
- Amend current Diary to “Council latest”
- Move Village Map page under the new Information tab

Some of the proposed changes will have to be carried out by Cosmic.

Action: Check the proposed changes will support the 2020 plan/activities output from the WHPC January workshop.

Action: Obtain a quote from Cosmic to put to the WHPC meeting on 4th February 2020.

2. **GDPR & Mailing List**– the WHPC mailing list has been established for 12-18 months. The group discussed the proposal to contact all the individuals on the Parish Council mailing list asking residents confirmation that they to remain on the mailing list as per best practice.

Action: Put the proposal forward at the WHPC meeting on 7th Jan