

## Report proposing a New Virtual Noticeboard – [www.saltash.gov.uk](http://www.saltash.gov.uk)

This new initiative seeks to widen the availability of notices beyond the limit of the physical Town Council noticeboards. A new web page will be created to allow notices to be displayed online through [www.saltash.gov.uk](http://www.saltash.gov.uk). The same policy guidelines will apply for virtual notices as those of the physical noticeboards.

Notices would be scanned as they are received by the office and added to the virtual noticeboard, where they will remain until such time as the time specific event has finished. or they are no longer relevant.

A virtual noticeboard will enable the Town Council to display many more notices than is currently possible with just the physical noticeboards, whilst also potentially hitting a larger and more diverse demographic.

Examples of Virtual Noticeboards:

<https://www.wellingtontowncouncil.co.uk/noticeboard/> - does not comply with website accessibility requirements.

<https://mineheadtowncouncil.co.uk/your-council/notice-board> does not comply with website accessibility requirements.

The below link shows the correct layout for accessibility requirements.

<https://www.colefordpc.org.uk/>

Saltash Town Council's web provider could set up a web page like that already being used by our Service Delivery Department [https://www.saltash.gov.uk/service\\_delivery.php](https://www.saltash.gov.uk/service_delivery.php), this complies with the requirements for accessibility.

The web provider confirmed entering posters in this way is time consuming and can be difficult to manage. There will need to be a written description of the image and the text needs to be written in an accessible manner. There must be a PDF download created so that people with sight problems can print out the poster and use it with their accessibility equipment.

The above is a nice service to be able to offer therefore if Members wish to proceed the service would commence upon the appointment of an Office Manager due to current admin resources.

Please note; the associated budget falls under Policy and Finance.

Associated cost to create a new virtual web page described above is £75+VAT

Budget Code: 6211 P&F Website Maintenance

Budget Availability: £1,000

**End of Report  
Town Clerk / RFO**