

# WALTON PARISH COUNCIL

Clerk: Allison Riddell  
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The Old Brewery  
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30th December 2019

A meeting of **WALTON PARISH COUNCIL** will be held in **THE VILLAGE HALL, WALTON**, on **TUESDAY 7th JANUARY 2020**, at 7.30pm.

Members of the public are welcome to attend.

*Allison Riddell*

## AGENDA

1. **APOLOGIES FOR ABSENCE** – To receive and accept apologies for absence.
2. **REQUESTS FOR DISPENSATIONS** - The clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.
3. **DECLARATIONS OF INTEREST** – To receive declarations by elected and co-opted members of interests in respect of items on this agenda.
4. **MINUTES**
  - 4.1 **MINUTES OF THE MEETING HELD ON 5TH NOVEMBER 2019** - To authorise the Chairman to sign, as a correct record, the minutes of the meeting held on 5<sup>th</sup> November 2019. (copy available on website)
5. **PUBLIC PARTICIPATION** - To receive comments and representations from members of the public in relation to any item on the Agenda. (*The Public Participation period will last 15 minutes and members of the public are permitted to speak for up to 3 minutes. Members of the public are not permitted to speak at any other time during the meeting unless invited to do so by the Chairman.*)
  - 5.1 **REPORTS** – To receive reports, if applicable, from City and County Councillors.
6. **REPRESENTATIVES' REPORTS** - To receive information and reports by representatives on Outside Bodies.
7. **TOWN AND COUNTRY PLANNING APPLICATIONS** – To be considered –  
**None to date.**
8. **NOTIFICATION OF DECISIONS** – To note a report from the Clerk.

9. **FINANCIAL MATTERS -**
  - 9.1 **BANK RECONCILIATION TO 31.10.19** – To note a report by the Clerk.
  - 9.2 **EXPENDITURE TO APPROVE** – That the Council approve the expenditure detailed.
  - 9.3 **FINANCIAL ASSISTANCE** – To consider any updates regarding requests for financial assistance.
  - 9.4 **PRECEPT 2020/2021** – To consider the draft budget for 2020/21 in order to agree the precept at this meeting or defer to January's meeting. The Precept must be submitted to the City Council by 10<sup>th</sup> January 2020.
10. **PARISH PLAN** – To receive an update from Councillors Shaw and Brocklebank.
11. **PLAY AREA** – To receive an update on work required from the annual inspection.
12. **WEBSITE –**
  - 12.1 **WEBSITE ACCESSIBILITY STATEMENT**– To consider and adopt the draft website accessibility statement from I. Whetton.
13. **OLD CENTURION PUB** – To receive an update.
14. **CALC** – To receive, note and where applicable respond to the following correspondence, circulated prior to the meeting by email:-
  - 14.1 **CALC CIRCULARS** – December 2019/January 2020.
  - 14.4 **REPAIRS TO PROPERTY RELATING TO AFFAIRS OF THE CHURCH**
  - 14.5 **COMMUNITY ENERGY CHAMPIONS IN PARISH COUNCILS**
  - 14.4 **CARING FOR YOUR COMMUNITY**
  - 14.5 **DISCIPLINARY AND GRIEVANCE ARRANGEMENTS**
  - 14.6 **DEVELOPING YOUR SKILLS**
15. **CORRESPONDENCE RECEIVED BY THE CLERK** - To note items of correspondence received since the last meeting and take actions as appropriate. (circulated prior to the meeting by email)
  - 15.1 **CUMBRIA POLICE** – North Cumbria News
16. **LITERATURE AVAILABLE FROM CLERK** - To note items of literature received since the last meeting:-
  - 16.1 **NOTICE OF EXECUTIVE KEY DECISIONS** – 15th December 2019
17. **AGENDA ITEMS FOR NEXT MEETING** - To submit items for the next meeting and note that any further items for consideration should be submitted to the Clerk on or before 25<sup>th</sup> February 2020.
18. **DATE OF NEXT MEETING** – Tuesday 3rd March 2020, Village Hall, Walton, 7.30pm.
19. **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960** - To consider resolving, in terms of the Public Bodies (Admission to Meetings) Act 1960, that, in view of the confidential nature of the business to be transacted, (contract terms), it is advisable in the public interest that the public be temporarily excluded and that they be instructed to withdraw.
20. **GRASS CUTTING 2020 CONTRACT** – Report by Clerk.

## WALTON PARISH COUNCIL

**MINUTES** of the **MEETING** of **WALTON PARISH COUNCIL** held in **WALTON VILLAGE HALL** on **TUESDAY 5th NOVEMBER 2019** at 7.30pm.

**Present:** Cllrs G. Shaw (Chairman, in the Chair), A. Armstrong, T. Brocklebank, B. Hogg, T. Mark, T. Mounsey and S. Wood.

**In Attendance:** Clerk  
2 members of the public

Action

<b>077/19</b>	<p><b>APOLOGIES FOR ABSENCE</b></p> <p><b>RESOLVED</b> to note that apologies for absence were received and agreed from:-</p> <p>Councillor Lockhart City Councillors Shepherd and Tarbitt.</p>	
<b>078/19</b>	<p><b>REQUESTS FOR DISPENSATION</b></p> <p><b>RESOLVED</b> to note that no requests for dispensation were received.</p>	
<b>079/19</b>	<p><b>DECLARATIONS OF INTEREST</b></p> <p><b>RESOLVED</b> to note the following declarations of interest were made:-</p> <p>Councillor Shaw declared a disclosable pecuniary interest in items 83/19.1 and 84/19.3.1</p>	
<b>080/19</b>	<p><b>MINUTES</b></p> <p><b>MINUTES OF THE MEETING HELD ON 3RD SEPTEMBER 2019 WERE SUBMITTED.</b></p> <p><b>RESOLVED</b> to authorise the Chairman to sign the minutes of the meeting held on 3rd September 2019, confirmed as a true and accurate record.</p>	<b>GS</b>
<b>081/19</b>	<p><b>PUBLIC PARTICIPATION</b></p> <p><b>RESOLVED</b> to note that a member of the public reported that some of his livestock, which had been grazing on Walton Moss, had strayed onto a nearby farmers land who had then directed them onto the A6071. The farmer had telephoned the owner of the livestock to inform him of his actions. The owner of the livestock was very concerned at how dangerous the situation was, that it could have caused an accident and that the farmer had even directed the livestock over a cattle grid. Members expressed their concern at the situation and thanked the livestock owner for keeping his livestock from wandering onto the village green.</p> <p><b>RESOLVED</b> to note there were no reports from County or City Councillors.</p>	
<b>082/19</b>	<p><b>REPRESENTATIVES' REPORTS –</b></p> <p><b>082/19.1 WALTON VILLAGE HALL COMMITTEE</b></p> <p>Councillor Brocklebank gave a report from the Village Hall Committee detailing the following:-</p> <p>Halloween Disco, Walton Reading Group, Walton Windows, Christmas Lights switch-On, Lunch for the Retired.</p> <p><b>RESOLVED</b> to note the report and that permission was given for the Christmas tree to be erected on the village green.</p>	

(Signed) Chairman .....

7th January 2020

083/19	<p><b>TOWN AND COUNTRY PLANNING –</b></p> <p><b>APPLICATIONS</b> – Applications for planning consent were considered.</p> <p><b>RESOLVED</b> to advise the appropriate Planning Authority of the Council's comments as follows:-</p> <p>NB: Councillor Shaw left the room prior to consideration of the following item.</p> <p><b>083/19.1 THE OLD VICARAGE, WALTON (19/0800)</b> – Variation of condition 3 of previously approved planning permission 18/0964 to amend opening hours of bar to between 12.00 hours and 22.00 hours on any given day and to 24 hours on New Years Eve.</p> <p>No observations.</p>	Clerk
084/19	<p><b>FINANCIAL MATTERS -</b></p> <p><b>084/19.1 BANK RECONCILIATION TO 30.09.19</b></p> <p>There was submitted a report by the Clerk on the reconciliation of the Council's financial records with its bank account statements.</p> <p><b>RESOLVED</b> to receive and note the bank reconciliation and balance to 30th September 2019 of £11,429.32. Councillor Wood signed the bank reconciliation.</p> <p><b>084/19.2 EXPENDITURE TO APPROVE</b></p> <p>There was submitted a report by the Clerk detailing expenditure to approve.</p> <p><b>RESOLVED</b> to authorise payment of the accounts listed in the Appendix hereto amounting to £996.80. The Clerk would query the payment due to Colville's Grounds Maintenance and request that the final payment due for the current financial year be adjusted accordingly.</p> <p><b>084/19.3 FINANCIAL ASSISTANCE</b></p> <p>NB: Councillor Shaw left the room prior to consideration of the following item.</p> <p><b>84/19.3.1 WALTON AND LEES HILL PRIMARY SCHOOL</b></p> <p>Members considered a request for funding towards new signage for the school.</p> <p><b>RESOLVED</b> to note members agreed in principal to fund new signage within the current budget. A formal request for funding including costs would be submitted by the school at a future meeting.</p> <p><b>84/19.3.2 WALTON PAROCHIAL CHURCH COUNCIL (WPCC)</b></p> <p>Members considered a request for funding towards maintenance of the churchyard.</p> <p><b>RESOLVED</b> to note that as it wasn't legal for a Parish Council to fund maintenance of an open churchyard, that the Clerk would chase up the request for information from WPCC as to whether there was other legal expenditure that the Parish Council could help with.</p>	Clerk

(Signed) Chairman

7th January 2020

	<p><b>084/19.4 PRECEPT 2020/2021</b></p> <p>Members considered the draft budget for 2020/21 prepared by the Clerk.</p> <p><b>RESOLVED</b> that the precept for 2020/21 would be agreed at the January meeting following receipt of the local council tax base calculations from the City Council and inclusion of an estimate for printing of a parish questionnaire and subsequent parish plan.</p>	
085/19	<p><b>PARISH PLAN</b></p> <p>Councillors Brocklebank and Shaw reported that after speaking with other interested parties on a parish plan, the response had been positive and there was support to move things forward. Information on the proposed questionnaire would be included in the next newsletter requesting feedback on key points to be included from parishioners. Members of other local groups would be asked to help with the questionnaire.</p> <p><b>RESOLVED</b> to note the report.</p>	
086/19	<p><b>GRASS CUTTING TENDER</b></p> <p>Members reviewed the grass cutting tender.</p> <p><b>RESOLVED</b> that the contract would run from 16<sup>th</sup> March to 31<sup>st</sup> October 2020 for 1 year with the amount of cuts in the growing season being increased to 14.</p>	
087/19	<p><b>TREE INSPECTION</b></p> <p><b>RESOLVED</b> that the Clerk would contact M. Lowther to conduct a tree inspection and detail what maintenance work, if any, was required.</p>	
088/19	<p><b>PLAY AREA</b></p> <p>Members reviewed the Annual Play Area Inspection Report submitted to the meeting.</p> <p><b>RESOLVED</b> that Councillors Brocklebank and Hogg would look at the required work and report back at the next meeting.</p>	
089/19	<p><b>WEBSITE -</b></p> <p><b>089/19.1 WEBSITE ACCESSIBILITY REGULATIONS</b></p> <p>Information on the Parish Council website by Ivan Whetton was submitted to the meeting. The Clerk and members expressed their thanks at the extensive work that had been undertaken by Ivan testing the website's compliancy to the new accessibility regulations.</p> <p><b>RESOLVED</b> to note the information and that an accessibility statement would be drawn up in due course and published on the website. The Clerk would write to Ivan Whetton thanking him for his work.</p> <p><b>089/19.2 WEBSITE DOMAIN AND HOSTING SUBSCRIPTIONS</b></p> <p>Consideration was given to changing the website domain and hosting subscription</p> <p><b>RESOLVED</b> to change to one.com from GoDaddy which was less than half the cost. Ivan Whetton would carry out the changeover although it might mean that the website and emails would be unavailable for approximately 2 days.</p>	<p>IW Clerk</p> <p>IW</p>

(Signed) Chairman

7th January 2020

090/19	<p><b>NEWSLETTER</b></p> <p><b>RESOLVED</b> to note that members would distribute the newsletter which would be available in approximately 2 weeks following additional information from the school and church being submitted to the Clerk.</p>	<b>ALL</b>
091/19	<p><b>OLD CENTURION PUB</b></p> <p>The Clerk reported that despite several reassurances, no further information had been received from the City Council.</p> <p><b>RESOLVED</b> that the Clerk would write to Councillor Shepherd and Chris Hardman expressing the Parish Council's disappointment that no update had been received.</p>	
092/19	<p><b>CALC</b></p> <p><b>RESOLVED</b> that the following correspondence from CALC was received and noted:-</p> <p><b>092/19.1 CALC CIRCULARS</b> – October and November 2019. (to be circulated when received)</p> <p><b>092/19.2 NEIGHBOURHOOD PLANNING AND HEALTH AND WELL-BEING ARTICLE – LEGAL UPDATE</b></p> <p><b>092/19.3 TRAINING SESSIONS</b></p> <p><b>092/19.4 POLICY CONSULTATION E-BRIEFING 12-19 INDEPENDENT REVIEW INTO LOCAL GOVERNMENT AUDIT CALL FOR EVIDENCE</b></p> <p><b>RESOLVED</b> to note that Councillor Shaw would respond.</p> <p><b>092/19.5 CPCA HEALTH AND WEL BEING CONFERENCE</b></p> <p><b>RESOLVED</b> to note that members had no preference when this should be held.</p> <p><b>092/19.6 CUMBRIA KINDNESS DAY AND VOLUNTEER TRAINING</b></p> <p><b>092/19.7 ECO/SUSTAINABILITY PROJECTS</b></p> <p><b>092/19.8 VE DAY 75</b></p> <p><b>092/19.9 CALC CLIMATE CHANGE EVENT</b></p>	
093/19	<p><b>CORRESPONDENCE RECEIVED BY THE CLERK</b></p> <p><b>RESOLVED</b> to note the following correspondence had been received: -</p> <p><b>093/19.1 CUMBRIA POLICE</b> – North Cumbria News</p>	
094/19	<p><b>LITERATURE AVAILABLE FROM CLERK –</b></p> <p><b>RESOLVED</b> to note the following literature was available from the Clerk:-</p> <p><b>094/19.1 NOTICE OF EXECUTIVE KEY DECISIONS</b> – 18th October 2019.</p> <p><b>094/19.2 RURAL SERVICES BULLETIN</b> – 29<sup>th</sup> October 2019.</p>	
095/19	<p><b>AGENDA ITEMS FOR NEXT MEETING</b></p> <p><b>RESOLVED</b> to note that any items for consideration should be submitted to the Clerk on or before 27<sup>th</sup> December 2019.</p>	

096/19	<b>DATE OF NEXT MEETING</b> - Tuesday 7th January 2020, Walton Village Hall, 7.30pm.  Meeting closed at 8.50pm.	
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(Signed) Chairman .....

7th January 2020

## Expenditure To Approve

Appendix 1

<b>Amount</b> <b>£</b>	<b>Payee</b>	<b>Detail</b>	<b>Chq number</b>
463.20	Colvilles Grounds Mnce	Grass cutting (x3)	000043
90.00	Play Inspection Company	Annual play area inspection	000044
16.80	CPSL	Payroll Services	000045
426.80	A Riddell	Staff	000046
<b><u>£996.80</u></b>			

(Signed) Chairman

7th January 2020



## TOWN AND COUNTRY PLANNING NOTIFICATION OF DECISIONS

### 1. SUMMARY OF REPORT

This report advises members of the decisions of the appropriate planning authority on applications on which the Parish Council has previously commented.

### 2. RECOMMENDATIONS

That the Council **NOTES** the information.

### 3. REPORT

Members are asked to note that Carlisle City Council has advised of their decision on planning applications on which the Parish Council has already commented as follows:-

<b>Location</b>	<b>Proposal</b>	<b>Decision</b>
The Old Vicarage, Walton	Variation of condition 3 of previously approved planning permission 18/0964 to amend opening hours of bar to between 12.00 hours and 22.00 hours on any given day and to 24 hours on New Years Eve.	Granted subject to conditions regarding commencement of development, approved documents, trading hours, service vehicles and associated works.

WALTON PARISH COUNCIL

BANK RECONCILIATION AT 31st OCTOBER 2019

Cumberland Building Society Current Account - 54249959

Balance b/f	3,401.33		
Income	0.00	Expenditure	996.80
		Balance c/f	2,404.53
	<u>3,401.33</u>		<u>3,401.33</u>

Income -

Expenditure - 5.11.19

000048 Colvilles Grounds Mnce	463.20
000049 Play Inspection Company	90.00
000050 CPSL	16.80
000051 A Riddell	426.80
	<u>996.80</u>

Bank Reconciliation

Balance per statement @ 31.10.19 3,541.13

Less o/s cheques

000045 HMR&C	123.00
000046 CPSL	16.80
000048 Colvilles Grounds Mnce	463.20
000049 Play Inspection Company	90.00
000050 CPSL	16.80
000051 A Riddell	426.80

1,136.60

2,404.53

Cumberland Building Society Saver Account - 54249967

Balance b/f	1,157.65		
Income		Expenditure	0.00
Interest rec'd -		Balance c/f	1,157.65
	<u>1,157.65</u>		<u>1,157.65</u>

Cumberland Building Society Current Account - 55127472

Balance b/f	6,870.34		
Income		Expenditure	
Interest received		Balance c/f	6,870.34
	<u>6,870.34</u>		<u>6,870.34</u>

BANK BALANCES

	B/F	C/F
Cumberland BS - 54249959	3,401.33	2,404.53
Cumberland BS - 54249967	1,157.65	1,157.65
Cumberland BS - 55127472	6,870.34	6,870.34
	<u>£ 11,429.32</u>	<u>£ 10,432.52</u>

I certify that I have checked the above figures and am satisfied, to the best of my belief and knowledge, that they accurately represent the financial position of the Parish Council at the end of the month indicated.

## EXPENDITURE TO APPROVE

### 1. SUMMARY OF REPORT

This report details the expenditure to approve since the last meeting of the Council,

### 2. RECOMMENDATIONS

2.1 that the undernoted expenditure of £253.41 is **APPROVED**.

### 3. REPORT

3.1 The following expenditure transactions require to be approved:-

Amount £	Payee	Detail	Chq number/EP
135.00	Sensiprint	Newsletter	000052
11.81	I Whetton for one.com	Website hosting	000053
106.60	HMR&C	PAYE	000054
<u>£253.41</u>			

Signed – Councillor.....

Signed – Councillor.....

# WALTON PARISH COUNCIL - DRAFT BUDGET STATEMENT FOR 2020/2021

## PRECEPT INCREASE

	NOTES	5% DRAFT 2020/2021	2% DRAFT 2020/2021	1% DRAFT 2020/2021	Nil DRAFT 2020/2021	PER BUDGET 2019/20	ACTUAL/PROJ PER BUDGET 2019/20	2018/19
<b>RECEIPTS</b>								
Precept & CTRA Grant		5775.00	5610.00	5555.00	5500.00	5500.00	5500.00 A	5500.00
City Council grant								500.00
County Council Grant								
Other Grants								
Insurance contribution	Estimated	250.00	250.00	250.00	250.00		719.93 A	
Interest received	Estimated	29.00	29.00	29.00	29.00	1.00	29.00 P	30.24
Wayleave	As previous	102.21	102.21	102.21	102.21		102.21 A	204.42
VAT Received							1275.23 P	
		<u>6156.21</u>	<u>5991.21</u>	<u>5936.21</u>	<u>5881.21</u>	<u>5501.00</u>	<u>7626.37</u>	<u>6234.66</u>

## PAYMENTS

Salaries	2% increase	2175.60	2175.60	2175.60	2175.60	1940.00	2645.97 P	2463.00
Data Protection	As previous	35.00	35.00	35.00	35.00	35.00	35.00 A	40.00
Grass Cutting	Estimated	2590.00	2590.00	2590.00	2590.00	1600.00	1537.00 P	1285.58
Contribution to Brampton PC - admin	Estimated	200.00	200.00	200.00	200.00	150.00	150.00 P	70.00
Village Hall Grants						0.00		
Village Hall Hire	est 6 meetings	84.00	84.00	84.00	84.00	150.00	98.00 P	98.00
Other grants	As previous	150.00	150.00	150.00	150.00	150.00	150.00 PB	
Members/training	As previous	150.00	150.00	150.00	150.00	150.00	150.00 PB	
Subscriptions	Estimated	140.00	140.00	140.00	140.00	137.00	137.00 P	137.00
Insurance	Estimated	1150.00	1150.00	1150.00	1150.00	1187.00	1118.59 A	1027.49
Audit Fee	As previous	75.00	75.00	75.00	75.00	100.00	75.00 A	200.00
Newsletter	Assuming x3	330.00	330.00	330.00	330.00	300.00	250.00 P	208.00
Website	As previous	100.00	100.00	100.00	100.00	100.00	100.00 b	71.88
Tree cutting	As previous	500.00	500.00	500.00	500.00	500.00	500.00 PB	
Playground	Estimated	500.00	500.00	500.00	500.00	445.00	500.00 P	145.00
Misc repairs	Estimated	250.00	250.00	250.00	250.00	0.00	217.00 TD	187.00
Assets	As previous	100.00	100.00	100.00	100.00	100.00	100.00 PB	
Parish plan questionnaire & booklet	Estimate	545.00	545.00	545.00	545.00			420.00
Clock repairs								352.38
Vat							298.60	6705.33
		<u>9074.60</u>	<u>9074.60</u>	<u>9074.60</u>	<u>9074.60</u>	<u>7044.00</u>	<u>8062.16</u>	<u>6705.33</u>

NB: Grass cutting costs are estimated - Barry Colville will no longer be trading

NB: Wages have been increased at an estimated 2% from £10.16 to £10.36 per hour

NB: VAT received in 19/20 was 3 years worth

NB: Insurance contribution received 19/20 was 3 years worth

NB: Parish plan questionnaire/booklet estimate - 140 A4 8 pages b/w copies of qre & 140 A4 16 pages incl up to 4 colour pages

Opening Balance at 1st April 2019	8,109.48
Add draft income	7,626.37
Less draft Expenditure	8,062.16
Draft Balance at 31 March 2020	<u>7,673.69</u>

Increase to Precept	NIL	1%	2%	5%
Draft opening Balance at 1st April 2020	7,673.69	7,673.69	7,673.69	7,673.69
Draft Income	5,881.21	5936.21	5991.21	6156.21
Less draft expenditure	9,074.60	9074.60	9074.60	9074.60
Draft Balance at 31st March 2021	<u>4,480.30</u>	<u>4,535.30</u>	<u>4,590.30</u>	<u>4,755.30</u>

A gandra Item 9.4

## Accessibility statement for Walton Parish Council

**This website is run by Walton Parish Council. We want as many people as possible to be able to use this website, including those with disabilities and those who use assistive technologies to browse the web.**

Some of the ways in which we try to achieve this are:

### **Changing colours, font, text size and other settings**

All modern browsers allow you to change colours and font sizes. We've tried to create a site which doesn't get in the way when you change these settings.

For advice on changing settings, check out the [BBC's accessibility pages](#).

You can choose your operating system (e.g. Windows), your Browser (e.g. Chrome / Firefox / Microsoft Edge) and the problem you're trying to fix. You'll then get lots of relevant advice on accessibility settings.

### **Screen readers**

A screen reader is a program which reads out the information displayed on your computer to you. Screen readers can be useful to enable blind and partially sighted people to browse the internet and carry out other tasks using their computer.

There are a variety of screen readers available via the internet. The following websites contain information regarding accessibility software and resources:

- [BBC My Web My Way](#)
- [Using assistive and accessible technology](#)

### **Plain English**

We try to write in plain English and avoid jargon. If you don't understand something, please let us know.

## **How accessible this website is**

### **Accessibility Features**

- The site has been created with a combination of HTML5, CSS and Javascript. Tables have only been used to represent tabular data and not for site structure.
- All informational images contain an ALT tag.
- All pages have valid HTML.
- All pages have a 'skip to main content' link.
- Links have been written to make sense out of context.
- The website offers full functionality in modern browsers on PC, Mac, Tablets and Smartphones

### **We know some parts of this website are not fully accessible:**

- some text may not reflow in a single column when you change the size of the browser window and at certain levels of magnification
- most older PDF documents are not fully accessible to screen reader software

## **Accessibility statement for Walton Parish Council**

### **What to do if you cannot access parts of this website**

If you need information on this website in a different format please contact the Parish clerk using the details below:

- email: [clerk@waltonparish.co.uk](mailto:clerk@waltonparish.co.uk)

We'll consider your request and reply within 14 days.

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

We're 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:

The Clerk, Walton Parish Council

Unit 2, The Old Brewery  
Craw Hall  
Brampton  
Cumbria  
CA8 1TR

### **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're not happy with how we respond to your complaint, [contact the Equality Advisory and Support Service \(EASS\)](#).

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

Walton 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.

Accessibility of the website relies on the following technologies to work with the particular combination of web browser and any assistive technologies or plugins installed on your computer:

- HTML 5
- WAI-ARIA
- CSS
- JavaScript

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

## Accessibility statement for Walton Parish Council

### Non accessible content

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

#### Non compliance with the accessibility regulations

- Not all our PDFs and Word documents meet accessibility standards .
  - [1.1.1 - Non-text Content](#)
  - [2.4.5 - Multiple Ways](#)
  - [1.3.2 - Meaningful Sequence](#)
  - [1.4.5 - Images of Text](#)
- Some content, where data is presented in table form. cannot be presented without loss of information when magnified to the maximum browser level
  - [1.4.10 - Reflow](#)

improvements will be made if and when resources allow.

### Disproportionate burden

Walton Parish Council is a small body with limited resources. Web pages will meet accessibility standards. However, most content is in the form of pdf files and documents in Word or Excel format. Creating some documents, especially those containing photocopied material from external sources or tabulated data such as accounts, to meet accessibility standards may represent a disproportionate burden.

### Content that's not within the scope of the accessibility regulations

#### 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're accessible to a screen reader. [4.1.2 \(name, role value\)](#).

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. For example, we do not plan to fix agendas and related papers, minutes, financial documents, newsletters.

If you wish to obtain one of these files from our archive as a more accessible pdf file or Word document, please contact [clerk@waltonparish.co.uk](mailto:clerk@waltonparish.co.uk) with your particular request and contact details.

Any new PDFs or Word documents we publish will meet accessibility standards.

## **Accessibility statement for Walton Parish Council**

### **How we tested this website**

This website was last tested on 15 November 2019 by ourselves using the following online automated auditing tools:

- [SortSite - Accessibility Checker and Validator](#)
- [Wave accessibility checker](#)
- [Siteimprove](#)

Sample pages were also tested manually for keyboard-only accessibility and were also tested with NVDA screen reader.

We tested our main website platform, available at <https://waltonparish.co.uk>

This statement was prepared on 15 November 2019.