

# Accessibility Statement for Staplehurst Parish Council

This website is run by Staplehurst 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:

- 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

We've also made the website text as simple as possible to understand.

[AbilityNet](#) has advice on making your device easier to use if you have a disability.

## How accessible is this website?

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

- you cannot modify the line height or spacing of text
- some PDF documents are not fully accessible to screen reader software
- 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
- some documents are not fully accessible as these are from a third party and cannot be modified

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

If you need information on this website in a different format like accessible PDF, large print, easy read, for example, please use the details below to request:

- Email: [admin@staplehurst-pc.uk](mailto:admin@staplehurst-pc.uk)
- Call: 01580 891761

We'll consider your request and get back to you in 15 working days.

## Reporting accessibility problems with this website

We're always looking to improve the accessibility of this website. If you find any problems that aren't listed on this page or think we're not meeting accessibility requirements, contact:

- Email: [admin@staplehurst-pc.uk](mailto:admin@staplehurst-pc.uk)
- Call: 01580 891761

## 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 \(EASS\)](#).

## Contact Us

Post: Staplehurst Parish Office, Staplehurst Village Centre, High Street, Staplehurst, Tonbridge, Kent, TN12 0BJ

- Email: [admin@staplehurst-pc.uk](mailto:admin@staplehurst-pc.uk)
- Call: 01580 891761

## Technical information about this website's accessibility

Staplehurst 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.

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

## Non accessible content

There may be pages with Read more / click here links. [See WCAG 2.4 Success Criterion 4.4 \(Link Purpose \(In Context\)\)](#)

There may be some pages where there are stray end tags. [See WCAG 2.1 success criterion 4.1.1 \(Parsing\)](#).

Many of our PDFs and Word documents do not meet accessibility standards - for example, they may not be structured so they're accessible to a screen reader. [See WCAG 2.1 success criterion 4.1.2 \(name, role value\).](#)

#### PDFs and other documents

Any Word, Excel or PDF documents published before 23rd September 2018 which are not essential to providing our services are not required to meet accessibility standards. When we publish any new PDFs, Word or Excel documents, we will endeavour to meet accessibility standards.

We have assessed the cost of fixing issues with navigation and accessing information, and with interactive tools and transactions. We believe that doing so now would be a disproportionate burden within the meaning of the accessibility regulations.

We will continue to assess the website periodically with the aim to achieve full compliance by September 2021.

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

This website was tested both manually and automatically prior to the writing of this statement.

This statement was prepared 21<sup>st</sup> September 2020.