

## **BROUGHTON PARISH COUNCIL WEBSITE**

**[www.broughtonpc.net](http://www.broughtonpc.net)**

## **WEBSITE ACCESSIBILITY AUDIT**

**August 2020**

## Background

The Public Sector Bodies (Websites and Mobile Applications) Accessibility Regulations 2018 requires public sector bodies, including parish councils, to ensure reasonable adjustments are made to websites so they are accessible to people with various disabilities. These include Impaired vision, Motor difficulties, Cognitive impairments or learning disabilities, Deafness or impaired hearing.

From 23 September 2020 all local council websites will have to comply with those regulations.

The Broughton Parish Council website is based on a template supplied and managed by a web hosting company; HugoFox.

Broughton Parish Council is required to have a website that meets certain accessibility standards described in the regulation's legislation.

However, councils may not need to comply with the accessibility requirement if doing so would impose a 'disproportionate burden'

You will not know if the effort of making the PC's website fully compliant is a 'disproportionate burden' until an assessment has been conducted regarding its compliance with the regulations and the work necessary to improve its compliance if it falls short.

An assessment is a legal requirement before any declaration of burden.

This report describes the structure of the BPC website and assesses its compliance using the government's recommended Web Accessibility Evaluation Tool (WAVE).

## Summary

1. The website is largely compliant and, where it is not, changes that the Parish Council is able to make unaided have been applied. These are largely to do with text and button contrasts and text justifications.
2. There are a number of areas highlighted as non-compliances that the Parish Council cannot address itself and is reliant on HugoFox to deal with.
3. Some liaison has taken place between myself and HugoFox. The company has already introduced some customisation options to deal with non-compliance issues. These do not address all issues however and to some extent HugoFox is also relying on its users to alert it to areas of their template where there are issues. This report will serve as notification to HugoFox of where these are in the BPC website and are identified in this report.
4. It is worth pointing out that some apparent issues result from 'quirks' of the WAVE evaluation software itself and may not be critical for accessibility purposes (for example, 'empty links' and so-called 'redundant links' operate correctly but, because they reference sources outside of the BPC domain, they are tagged as issues).
5. Some areas of the website need updating and the Parish Council should have in place a quarterly or yearly review process to ensure the site remains current with full and accurate information available for parishioners and that it remains compliant with all necessary regulations.

## Conclusion

The Broughton Parish Council website is now as compliant as possible given the limited customisation tools available from HugoFox.

Some outstanding issues remain, but they fall within the remit of HugoFox to address. Where this is not possible, it would be prudent to request reasons why from HugoFox.

Graham Cowley  
August 2020

## Broughton Parish Council Website Structure

Home	
Councillors & Clerk	
Meetings	
	Scheduled Meeting Dates
	Agendas
	Minutes
Policies & Procedures	
Council Documents	
Finance	
Facilities	
	Footpaths and Rights of Way
	Fripps Acre Playground
	Centenary Garden
	Broughton Cemetery
	Broughton Sportsfield
	Broughton Allotments
	The Well House
	Roads and Highways
	Community Bus
Planning Tracker	
Contact	

## Work undertaken to improve website Accessibility

- Text justifications adjusted
- Link colours adjusted
- Contrast colours adjusted where possible

## Terms Used and Issues (see following pages)

### Empty Links

Not an issue. Relates to HugoFox internal linkages invisible to any user.

### Form Label Errors

A form control does not have a corresponding label. If a form control does not have a properly associated text label, the function or purpose of that form control may not be presented to screen reader users. Form labels also provide visible descriptions and larger clickable targets for form controls. HugoFox to address if able.

### Contrast Errors

These are identified page by page following in this report. HugoFox to address.

### Alerts

Adjacent links go to the same location. This results in additional navigation and repetition for keyboard and screen reader users. HugoFox to address if able.

### Redundant Links

Not an issue and not actually redundant, but links to source outside of the website domain.

### Features

Alternative text presents the content or function of an image to screen reader users or in other situations where images cannot be seen or are unavailable.

### Structural Elements

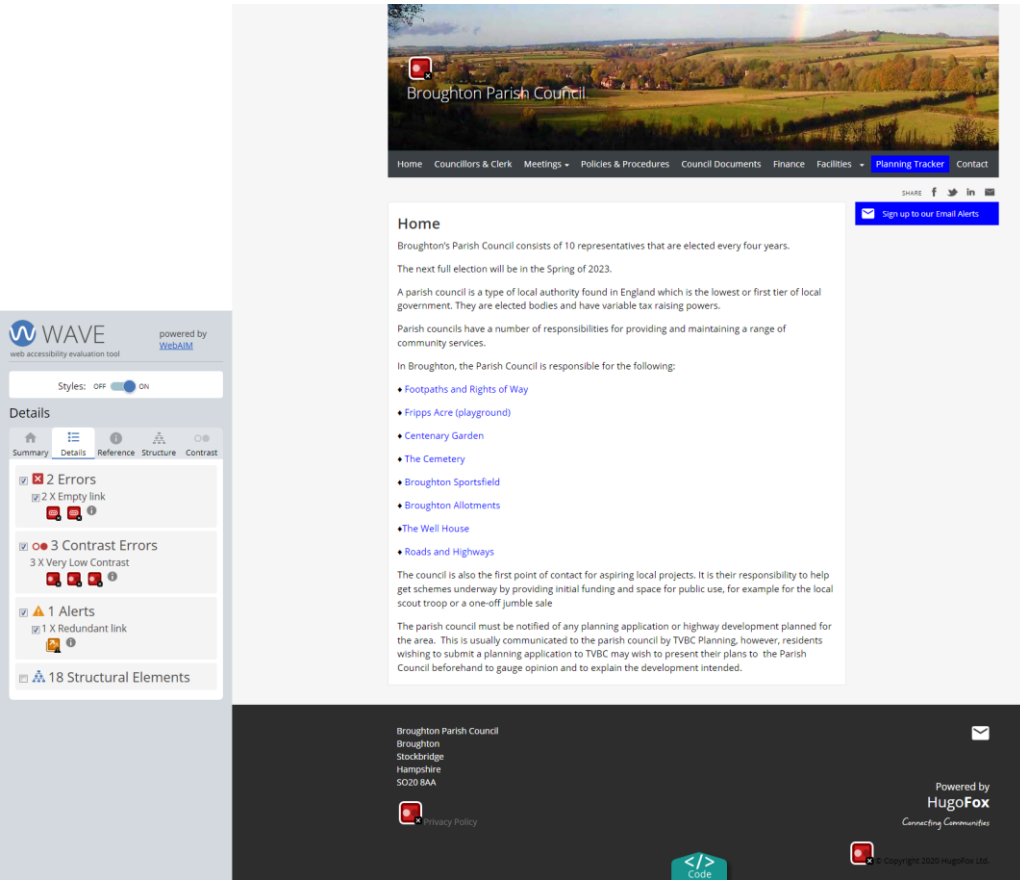
Simply describes the structural layout of the website.

### ARIA

This means an ARIA role, state, or property is present.

ARIA provides enhanced semantics and accessibility for web content.

Home



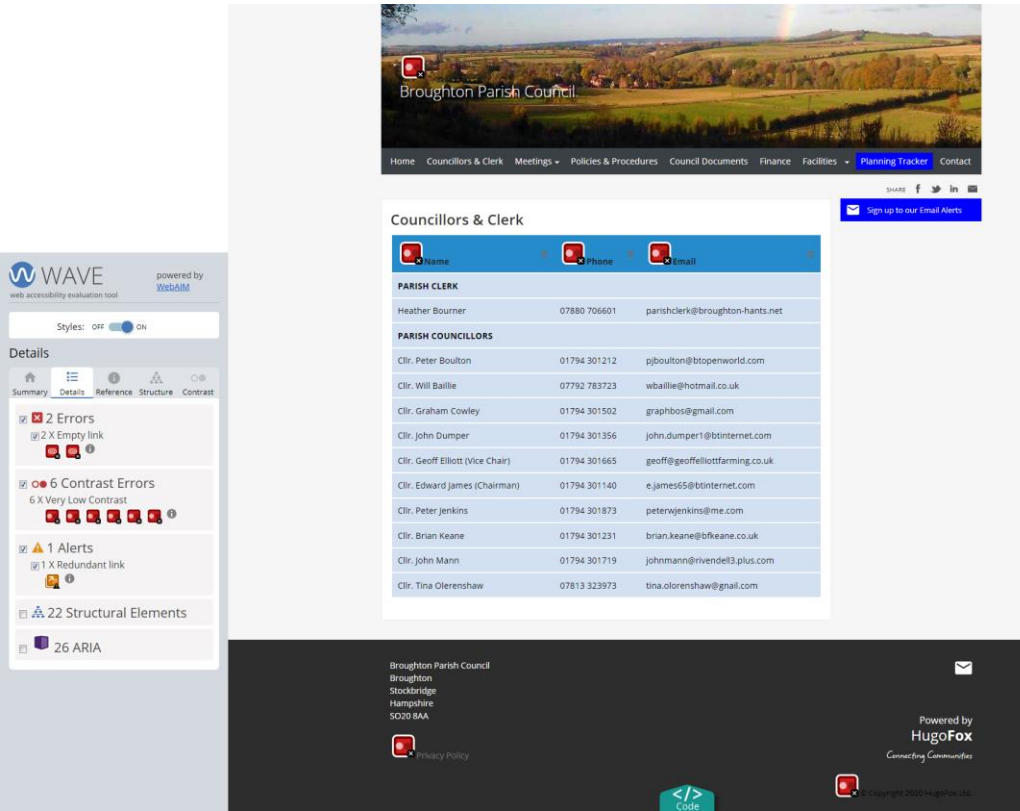
Error Issues for this page

	Location	For attention by
Contrast Errors	<ul style="list-style-type: none"><li>Broughton Parish Council Heading</li><li>Privacy Policy Link</li><li>© Copyright 2020 HugoFox Ltd</li></ul>	HugoFox

Action for consideration by Parish Council

None

Councillors & Clerk



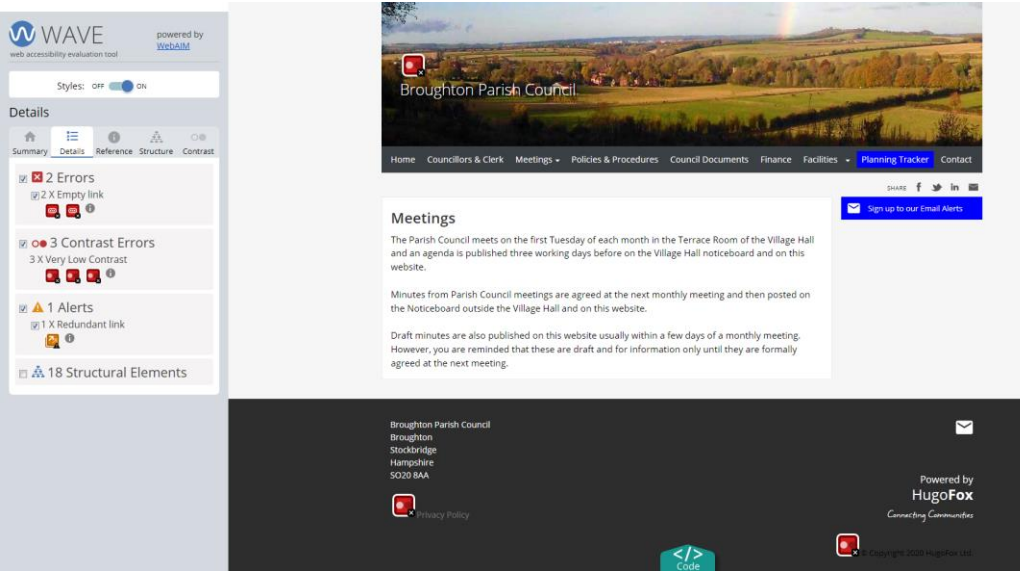
Error Issues for this page

	Location	For attention by
Contrast Errors	<ul style="list-style-type: none"><li>Broughton Parish Council Heading</li><li>Privacy Policy Link</li><li>© Copyright 2020 HugoFox Ltd</li><li>Table headings</li></ul>	HugoFox

Action for consideration by Parish Council

None

Meetings



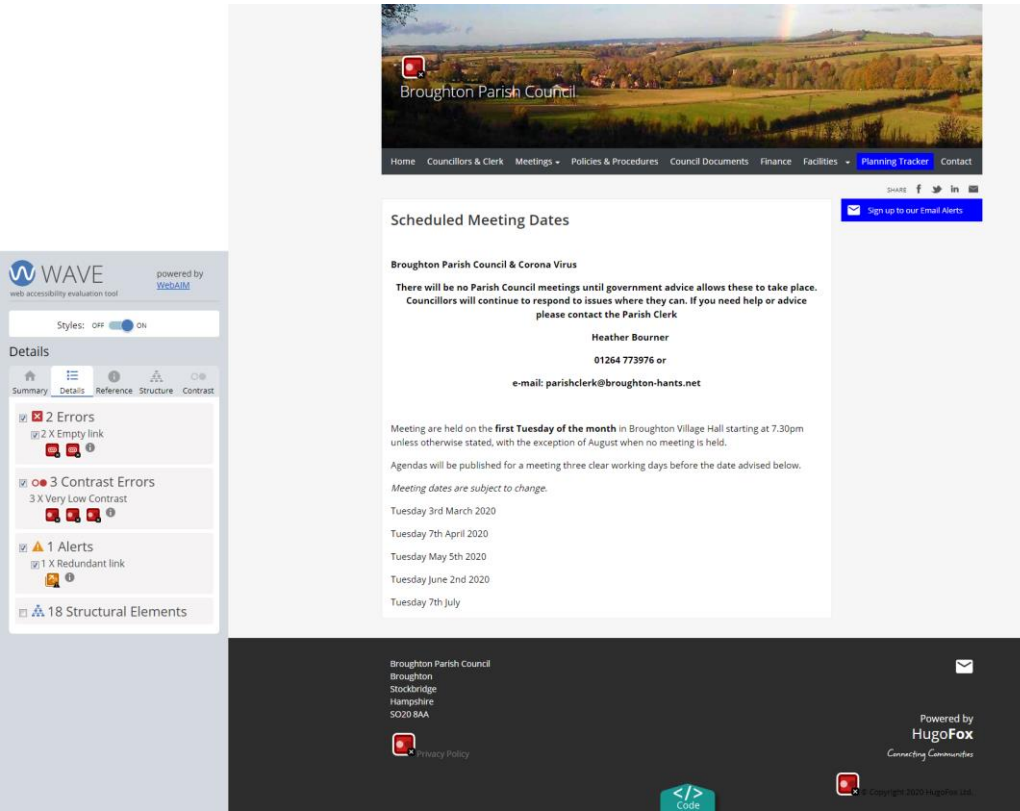
Error Issues for this page

	Location	For attention by
Contrast Errors	<ul style="list-style-type: none"><li>Broughton Parish Council Heading</li><li>Privacy Policy Link</li><li>© Copyright 2020 HugoFox Ltd</li></ul>	HugoFox

Action for consideration by Parish Council

None

Scheduled Meeting Dates



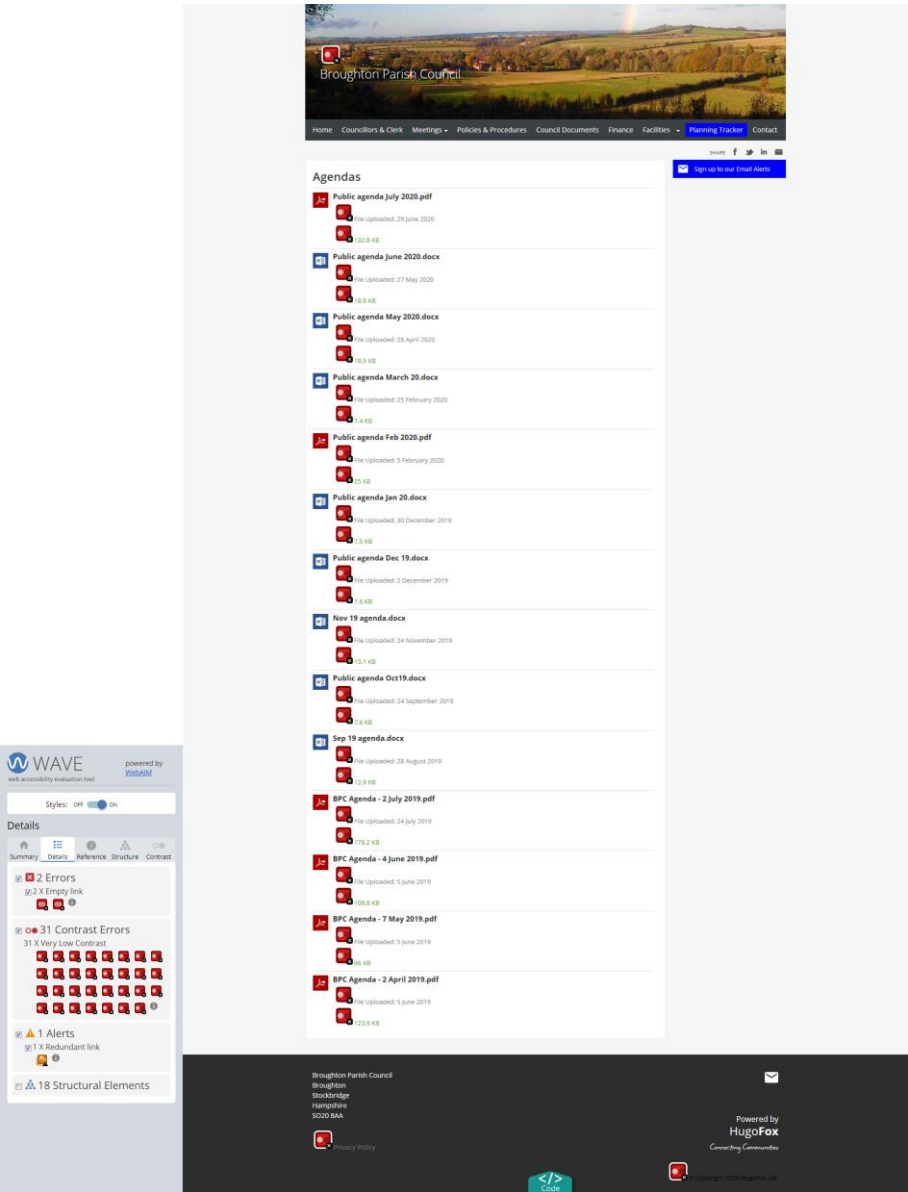
Error Issues for this page

	Location	For attention by
Contrast Errors	<ul style="list-style-type: none"><li>Broughton Parish Council Heading</li><li>Privacy Policy Link</li><li>© Copyright 2020 HugoFox Ltd</li></ul>	HugoFox

Action for consideration by Parish Council

Meeting dates need updating

Agendas



Error Issues for this page

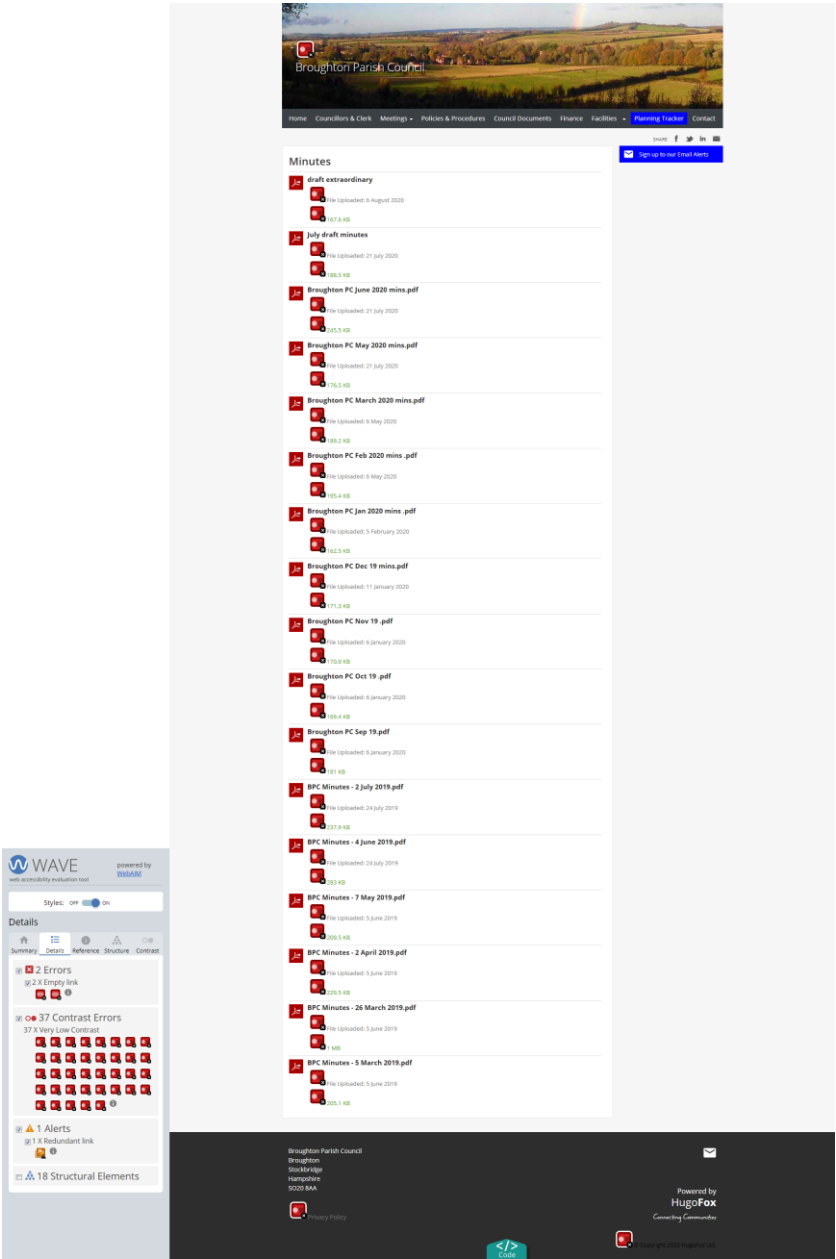
	Location	For attention by
Contrast Errors	<ul style="list-style-type: none"><li>Broughton Parish Council Heading</li><li>Privacy Policy Link</li><li>© Copyright 2020 HugoFox Ltd</li><li>'File upload date' field</li><li>'File size' field</li></ul>	HugoFox

Action for consideration by Parish Council

Uploaded files should ideally be in .pdf format to preserve the integrity of the file contents.



Minutes



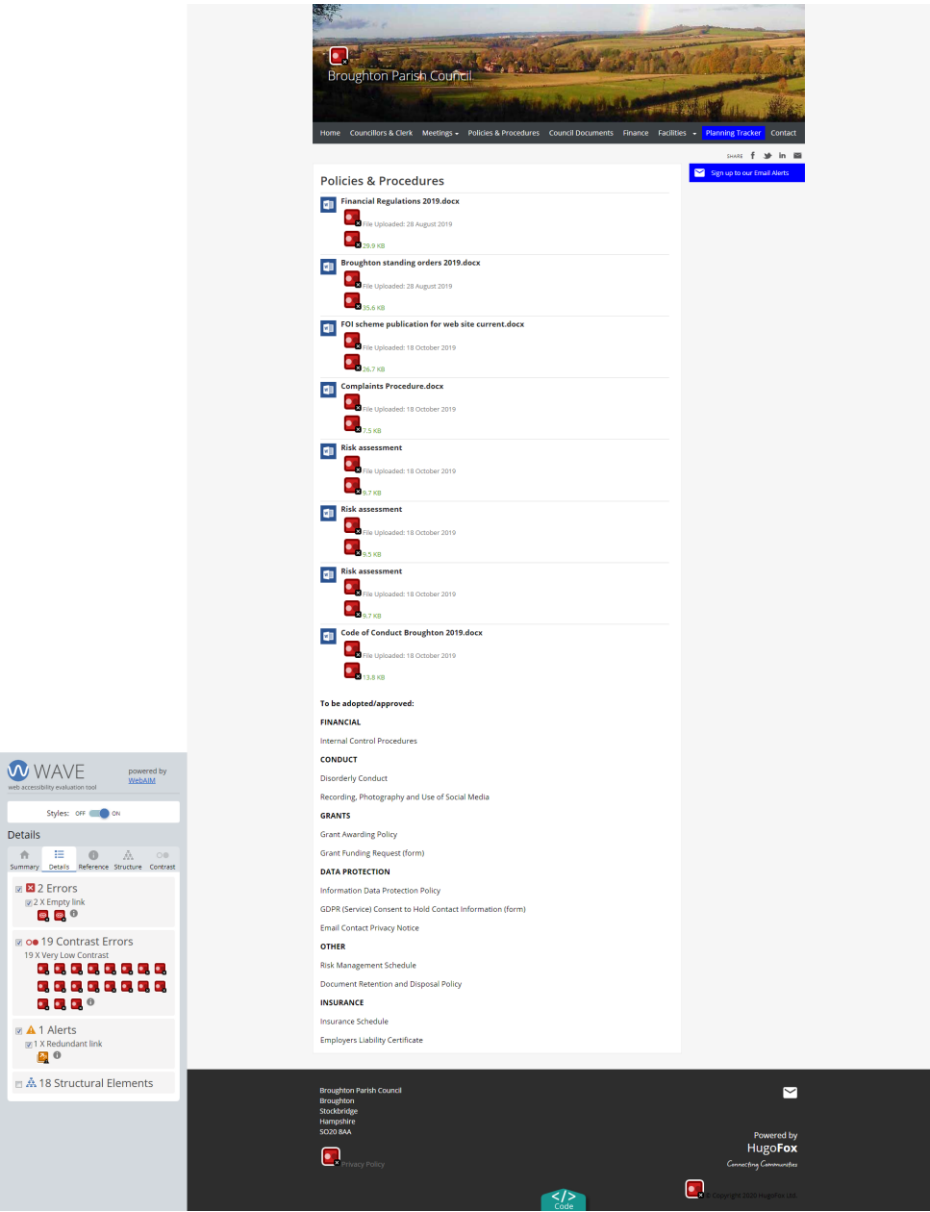
Error Issues for this page

	Location	For attention by
Contrast Errors	<ul style="list-style-type: none"><li>Broughton Parish Council Heading</li><li>Privacy Policy Link</li><li>© Copyright 2020 HugoFox Ltd</li><li>'File upload date' field</li><li>'File size' field</li></ul>	HugoFox

Action for consideration by Parish Council

None

Policies & Procedures



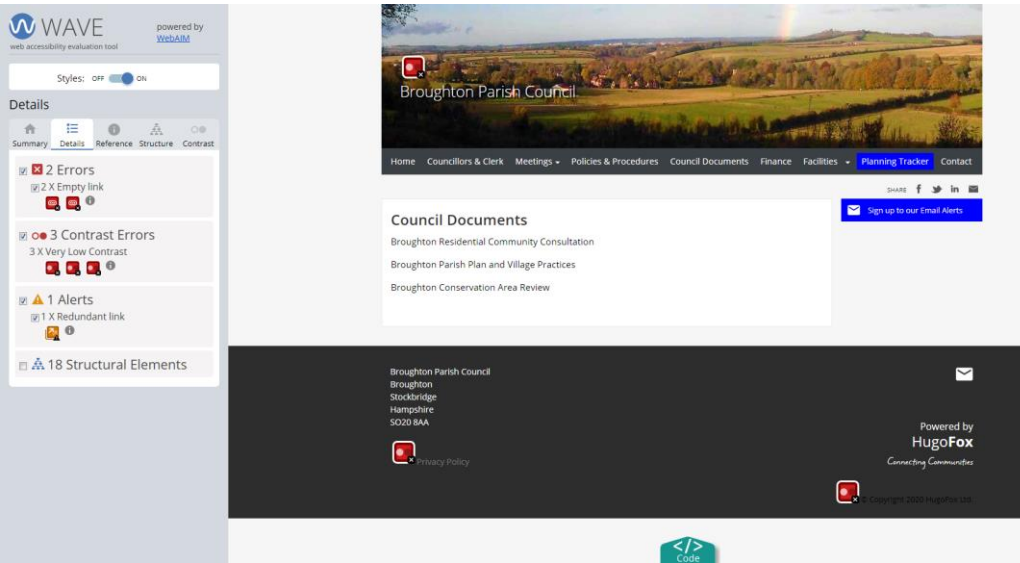
Error Issues for this page

	Location	For attention by
Contrast Errors	<ul style="list-style-type: none"><li>Broughton Parish Council Heading</li><li>Privacy Policy Link</li><li>© Copyright 2020 HugoFox Ltd</li><li>'File upload date' field</li><li>'File size' field</li></ul>	HugoFox

Action for consideration by Parish Council

Some Policies and Procedures need producing, ratifying and uploading

Council Documents



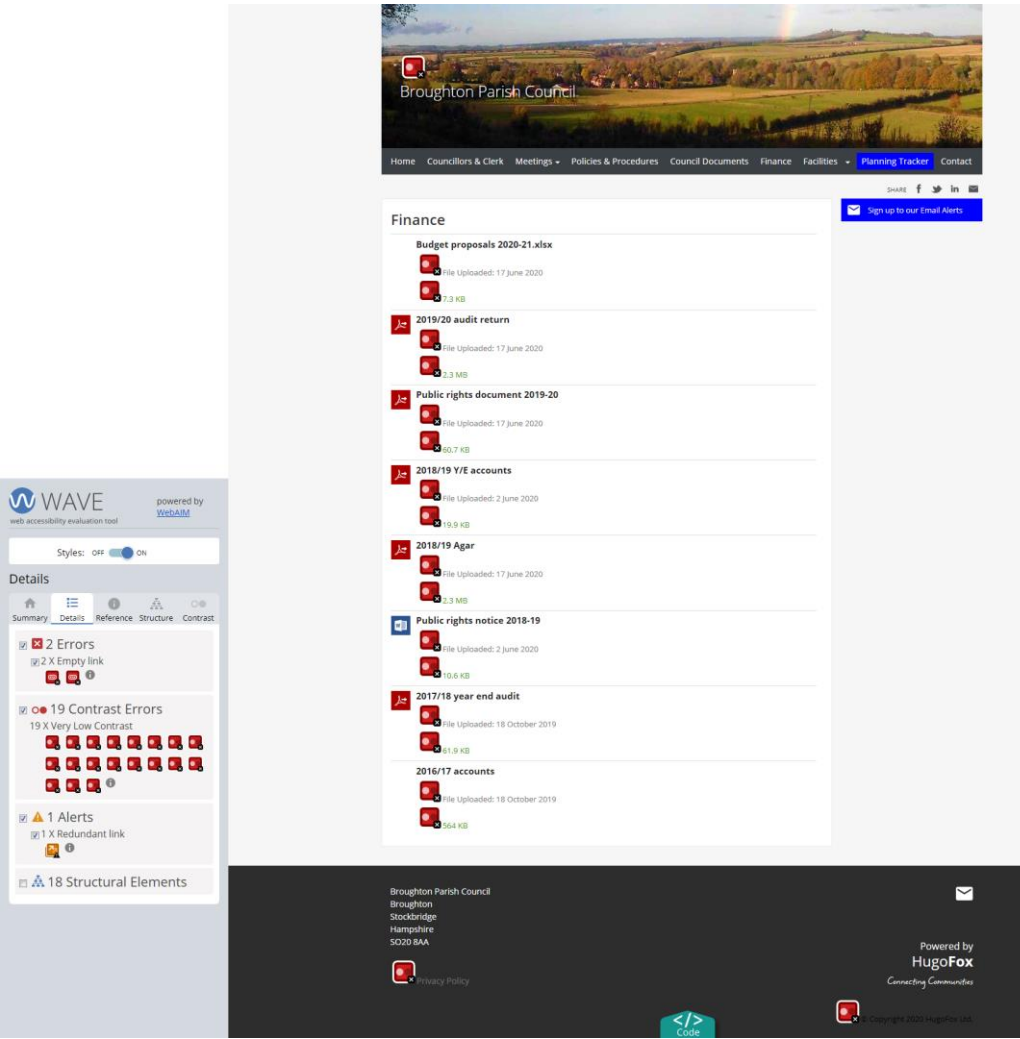
Error Issues for this page

	Location	For attention by
Contrast Errors	<ul style="list-style-type: none"><li>Broughton Parish Council Heading</li><li>Privacy Policy Link</li><li>© Copyright 2020 HugoFox Ltd</li></ul>	HugoFox

Action for consideration by Parish Council

Some historical PC documents need uploading.

Finance



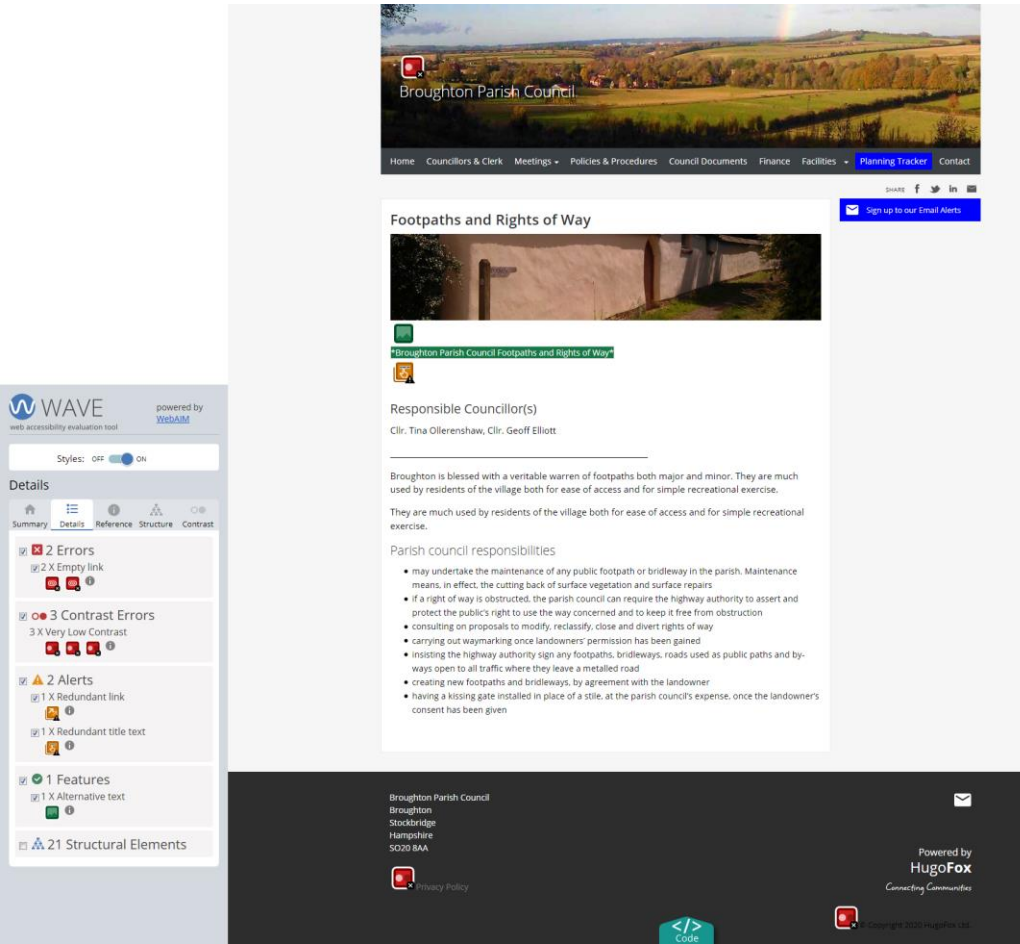
Error Issues for this page

	Location	For attention by
Contrast Errors	<ul style="list-style-type: none"><li>Broughton Parish Council Heading</li><li>Privacy Policy Link</li><li>© Copyright 2020 HugoFox Ltd</li><li>'File upload date' field</li><li>'File size' field</li></ul>	HugoFox

Action for consideration by Parish Council

Uploaded files should ideally be in .pdf format to preserve the integrity of the file contents.

Footpaths and Rights of Way




Error Issues for this page


	Location	For attention by
Contrast Errors	<ul style="list-style-type: none"><li>Broughton Parish Council Heading</li><li>Privacy Policy Link</li><li>© Copyright 2020 HugoFox Ltd</li></ul>	HugoFox

Action for consideration by Parish Council

Responsible Councillors to review page for currency and any need to update

## Fripps Acre Playground


**WAVE**  
 web accessibility evaluation tool

powered by  


Styles: off on

**Details**

Summary Details Reference Structure Contrast

**2 Errors**

2 X Empty link

**3 Contrast Errors**

3 X Very Low Contrast

**2 Alerts**


1 X Redundant link

1 X Redundant title text





**1 Features**


1 X Alternative text

**19 Structural Elements**



**Broughton Parish Council**

[Home](#)
[Councillors & Clerk](#)
[Meetings](#)
[Policies & Procedures](#)
[Council Documents](#)
[Finance](#)
[Facilities](#)
[Planning Tracker](#)
[Contact](#)

SHARE    

 Sign up to our Email Alerts

## Fripps Acre Playground



**Broughton Parish Council Fripp's Acre Playgrounds\***

Responsible Councillor(s)

Broughton Parish Council

Fripp's Acre is a grassed playing area donated to the village by the Fripp family for the benefit of its children and others.


It has a climbing frame and other play equipment along with provision for basket ball and football. Parents are asked to ensure their children treat both the Wildlife Garden and Acre with respect for the enjoyment of all.


The Parish Council is responsible for its maintenance and upkeep and if you have any issues you would like to raise about it please contact the council accordingly.


Please note:

Fripp's Acre is a children's playground and not suitable for exercising dogs. Please respect this and also note that if your dog poops - please take it away with you !

Broughton Parish Council  
 Broughton  
 Stockbridge  
 Hampshire  
 SO20 8AA


[Privacy Policy](#)


 Powered by  
**HugoFox**  
 Connecting Communities



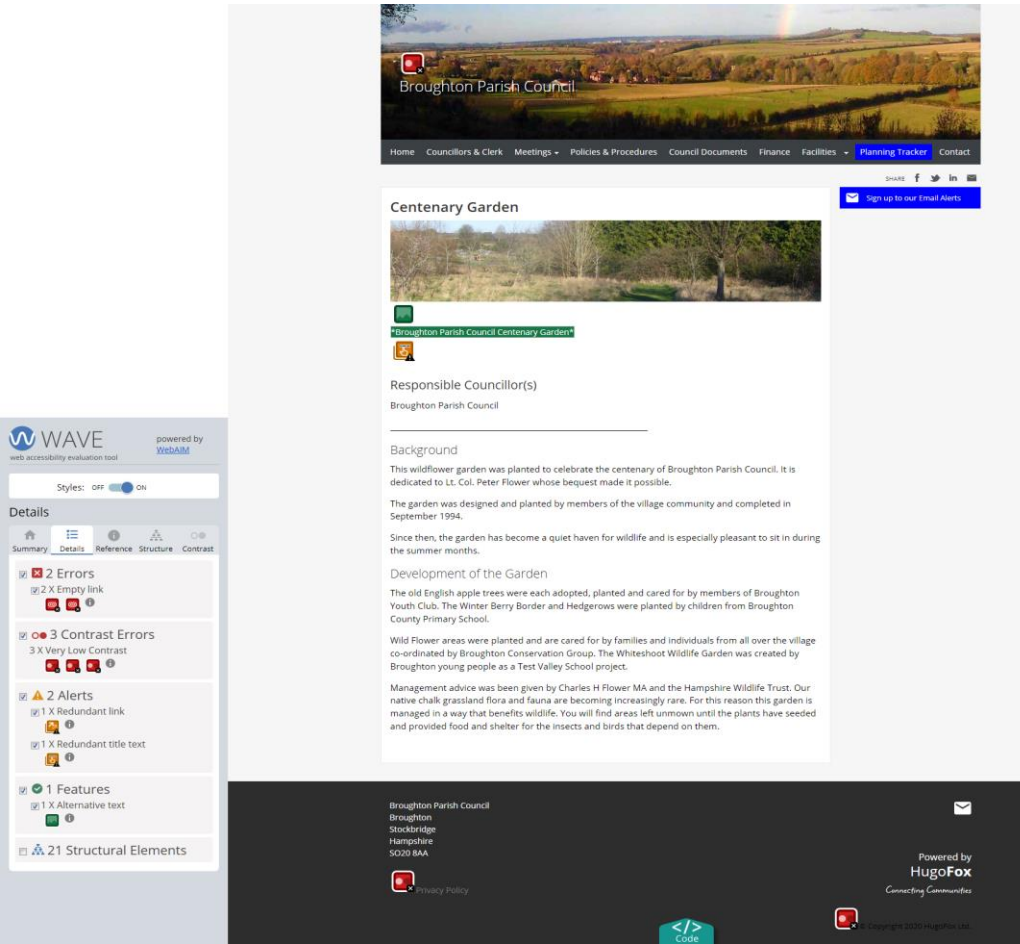
### Error Issues for this page

	Location	For attention by
Contrast Errors	<ul style="list-style-type: none"> <li>• Broughton Parish Council Heading</li> <li>• Privacy Policy Link</li> <li>• © Copyright 2020 HugoFox Ltd</li> </ul>	HugoFox

**Action for consideration by Parish Council**

Responsible Councillors to review page for currency and any need to update

Centenary Garden



The screenshot shows the Broughton Parish Council website. The header features the council's name and a navigation menu with links like Home, Councillors & Clerk, Meetings, Policies & Procedures, Council Documents, Finance, Facilities, Planning Tracker, and Contact. The main content area is titled 'Centenary Garden' and includes a photograph of the garden. Below the photo, there is a section for 'Responsible Councillor(s)' and a 'Background' section describing the garden's history and purpose. A sidebar on the left displays accessibility error details from the WAVE tool, listing 2 errors, 3 contrast errors, 2 alerts, 1 feature, and 21 structural elements.

Error Issues for this page

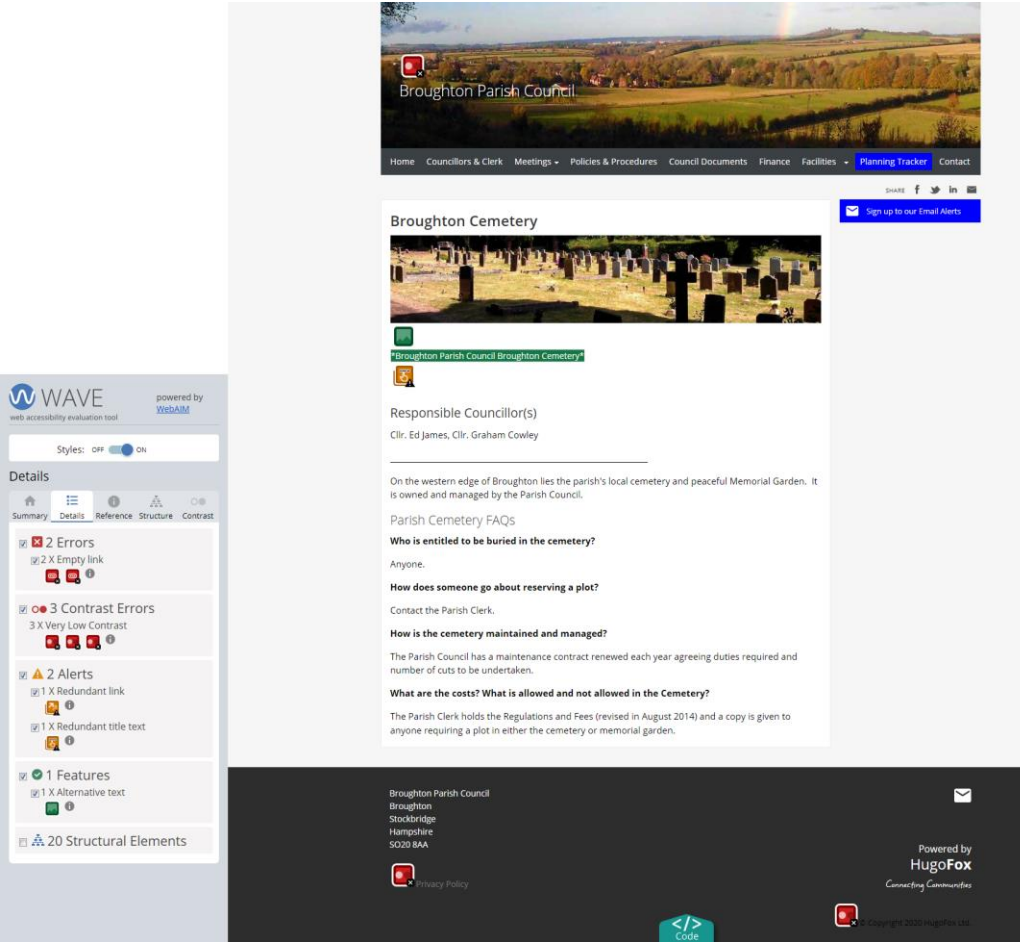
	Location	For attention by
Contrast Errors	<ul style="list-style-type: none"><li>Broughton Parish Council Heading</li><li>Privacy Policy Link</li><li>© Copyright 2020 HugoFox Ltd</li></ul>	HugoFox

Action for consideration by Parish Council

Responsible Councillors to review page for currency and any need to update



Broughton Cemetery



Error Issues for this page


	Location	For attention by
Contrast Errors	<ul style="list-style-type: none"><li>Broughton Parish Council Heading</li><li>Privacy Policy Link</li><li>© Copyright 2020 HugoFox Ltd</li></ul>	HugoFox


Action for consideration by Parish Council


Responsible Councillors to review page for currency and any need to update



## Broughton Sportsfield








**WAVE**  
web accessibility evaluation tool


powered by  


Styles: OFF  ON


Details


- Summary
- Details
- Reference
- Structure
- Contrast

-  **2 Errors**
  -  2 X Empty link
-  **3 Contrast Errors**
  - 3 X Very Low Contrast
-  **2 Alerts**
  - 1 X Redundant link
  - 1 X Redundant title text
-  **1 Features**
  - 1 X Alternative text
-  **19 Structural Elements**



**Broughton Parish Council**


Home Councillors & Clerk Meetings Policies & Procedures Council Documents Finance Facilities **Planning Tracker** Contact


SHARE 

 Sign up to our Email Alerts

## Broughton Sportsfield




**Broughton Parish Council Broughton Sportsfield**



### Responsible Councillor(s)

Cllr. John Dumper, Cllr. Geoff Elliott


---


Broughton's Sportsfield and Pavilion can be found across the B3084 Romsey Road and is accessed via Buckholt Road.


It serves to host many Broughton activities notably Football, Cricket and the annual Fireworks Display.

The Sportsfield and Pavilion is managed by the Parish Council and rented for use largely by Broughton's Football and Cricket clubs.

Broughton Parish Council  
Broughton  
Stockbridge  
Hampshire  
SO20 8AA


Privacy Policy


**Powered by HugoFox**  
Connecting Communities


© Copyright 2020 HugoFox Ltd.

### Error Issues for this page

	Location	For attention by
Contrast Errors	<ul style="list-style-type: none"> <li>• Broughton Parish Council Heading</li> <li>• Privacy Policy Link</li> <li>• © Copyright 2020 HugoFox Ltd</li> </ul>	HugoFox

**Action for consideration by Parish Council**

Responsible Councillors to review page for currency and any need to update

Broughton Allotments

WAVE

web accessibility evaluation tool

powered by

WebAIM

Styles: off on

Details

Summary

Details

Reference

Structure

Contrast

2 Errors

2 X Empty link

3 Contrast Errors

3 X Very Low Contrast

2 Alerts


1 X Redundant link

1 X Redundant title text

1 Features

1 X Alternative text

19 Structural Elements



Broughton Parish Council

Home

Councillors & Clerk

Meetings

Policies & Procedures

Council Documents

Finance

Facilities

Planning Tracker

Contact


SHARE

f

in

in

Sign up to our Email Alerts



Broughton Allotments

Broughton Parish Council Broughton Allotments

Responsible Councillor(s)

Cllr. Will Baillie, Cllr. Tina Ollerenshaw

Broughton is fortunate enough to have good Allotment land managed by and rentable from the Parish Council.

Current tenants put their plots to good use producing a wide variety of floral, vegetable and fruit crops.

The allotments also support a small colony of honey bees.

It's a friendly site with lots of help and advice availing to new allotment holders. A summer working party and BBQ help create a community atmosphere and there is an annual meeting in October to review the year and collect the rents.

Costs

A Half allotment is about 5m /12.5 m in size and costs £7.50 per year.

A Full allotment is about 5m x 25m in size and costs £14.00 per year.


Broughton Parish Council

Broughton

Stockbridge

Hampshire

SO20 BAA




Privacy Policy

Powered by

HugoFox

Connecting Communities



Copyright 2020 HugoFox Ltd.

Code

Error Issues for this page

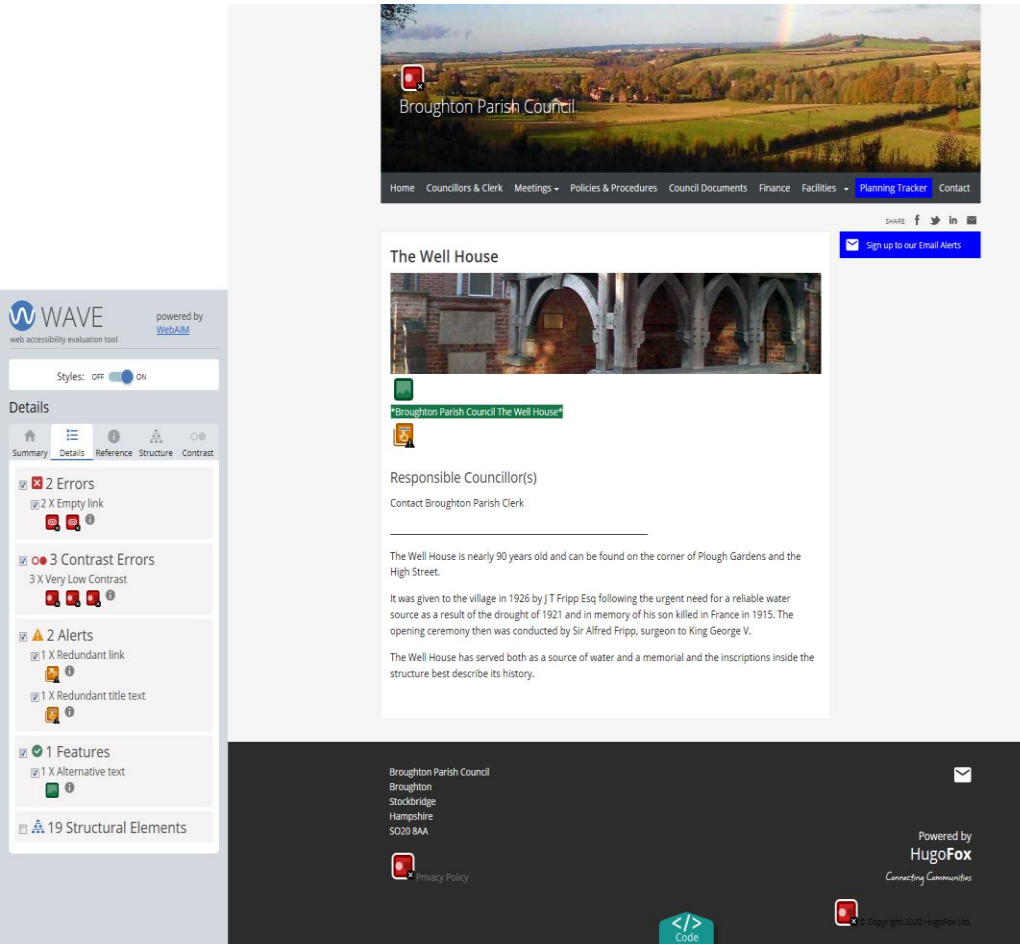
	Location	For attention by
Contrast Errors	<ul style="list-style-type: none"><li>Broughton Parish Council Heading</li><li>Privacy Policy Link</li><li>© Copyright 2020 HugoFox Ltd</li></ul>	HugoFox

Action for consideration by Parish Council

Responsible Councillors to review page for currency and any need to update

18 | Page - August 2020

The Well House




Error Issues for this page

	Location	For attention by
Contrast Errors	<ul style="list-style-type: none"><li>Broughton Parish Council Heading</li><li>Privacy Policy Link</li><li>© Copyright 2020 HugoFox Ltd</li></ul>	HugoFox

Action for consideration by Parish Council

Responsible Councillors to review page for currency and any need to update

## Roads and Highways




Broughton Parish Council

[Home](#)
[Councillors & Clerk](#)
[Meetings](#)
[Policies & Procedures](#)
[Council Documents](#)
[Finance](#)
[Facilities](#)
[Planning Tracker](#)
[Contact](#)

[Sign up to our Email Alerts](#)

## Roads and Highways



[Broughton Parish Council Roads and Highways](#)

### Responsible Councillor(s)

Contact Broughton Parish Clerk (for all matters other than potholes and street lighting- see below)

It is largely Hampshire County Council that is responsible for the upkeep and maintenance of our roads. The Parish Council has a watching brief and deals with matters that cannot be addressed directly by HCC.

The Parish Council also deals with matters relating to street lights, traffic speed and parking.

#### Potholes and Maintenance

Potholes can be reported directly to HCC on their website at:  
[www.hants.gov.uk/transport/roadmaintenance/roadproblems/potholes](http://www.hants.gov.uk/transport/roadmaintenance/roadproblems/potholes)

#### Street Lights


Broken or faulty street lights can be reported directly to HCC on their website at:  
[www.lightsoninhamshire.co.uk/Public/ReportFault.aspx](http://www.lightsoninhamshire.co.uk/Public/ReportFault.aspx)

#### Traffic Speed

Broughton Parish Council will always listen to parishioners' concerns over traffic speed in and around the village. In 2019 a thorough review of traffic speed management was undertaken with assistance from HCC. A report was produced with recommendations in June 2019 and the Parish Council is now reviewing how best to address the issues raised.

#### Parking

Please try to park responsibly in Broughton. Notably, on roads such as the High Street where vehicles, if parked on opposite sides of the road, can restrict the passage of traffic. Emergency vehicles can be delayed and cars damaged.



powered by [WebAIM](#)

web accessibility evaluation tool

Styles: ☐ Off ☒ On

**Details**

Summary Details Reference Structure Contrast

☒ **2 Errors**

- ☒ 2 X Empty link

☒ **3 Contrast Errors**

- 3 X Very Low Contrast

☒ **2 Alerts**

- ☒ 1 X Redundant link
- ☒ 1 X Redundant title text

☒ **1 Features**

- ☒ 1 X Alternative text

☒ **23 Structural Elements**


Broughton Parish Council

Broughton

Stockbridge


Hampshire

SO20 8AA

 [Privacy Policy](#)

Powered by **HugoFox**

Connecting Communities

 © Copyright 2020 HugoFox Ltd.

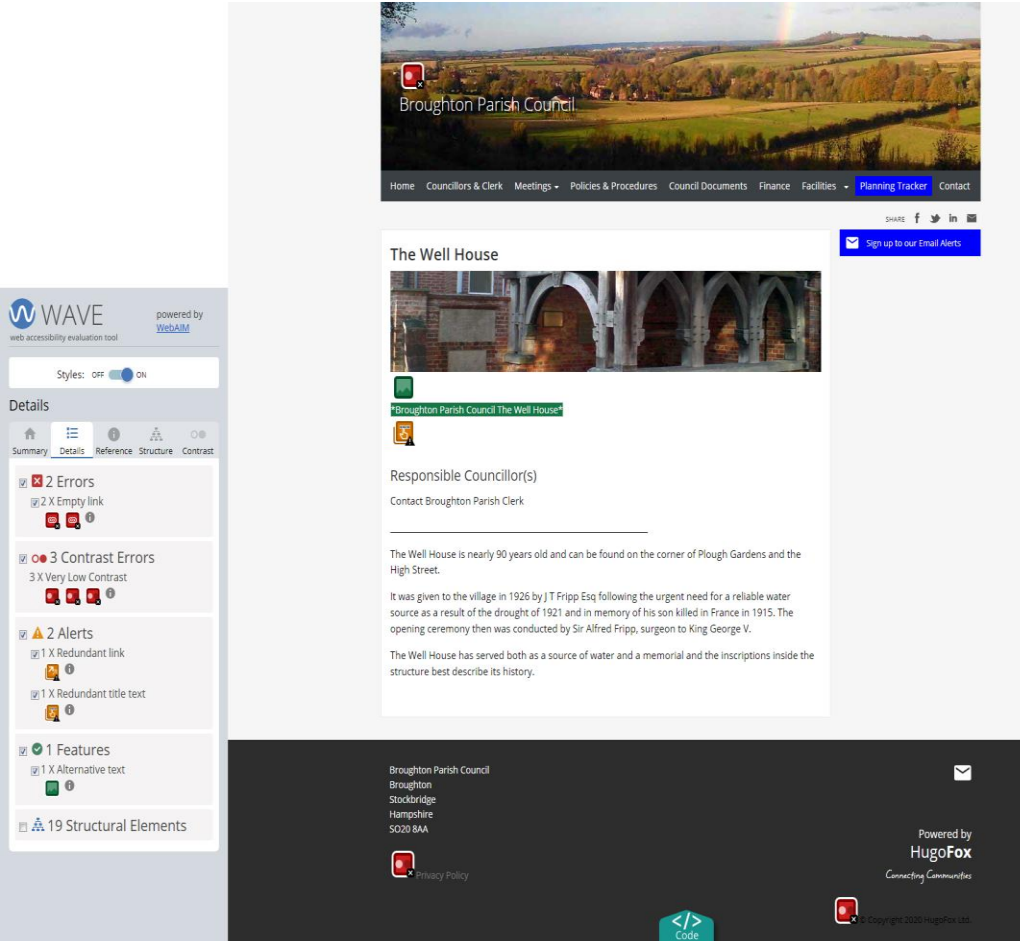
### Error Issues for this page

	Location	For attention by
Contrast Errors	<ul style="list-style-type: none"> <li>• Broughton Parish Council Heading</li> <li>• Privacy Policy Link</li> <li>• © Copyright 2020 HugoFox Ltd</li> </ul>	HugoFox

**Action for consideration by Parish Council**

Responsible Councillors to review page for currency and any need to update

Community Bus



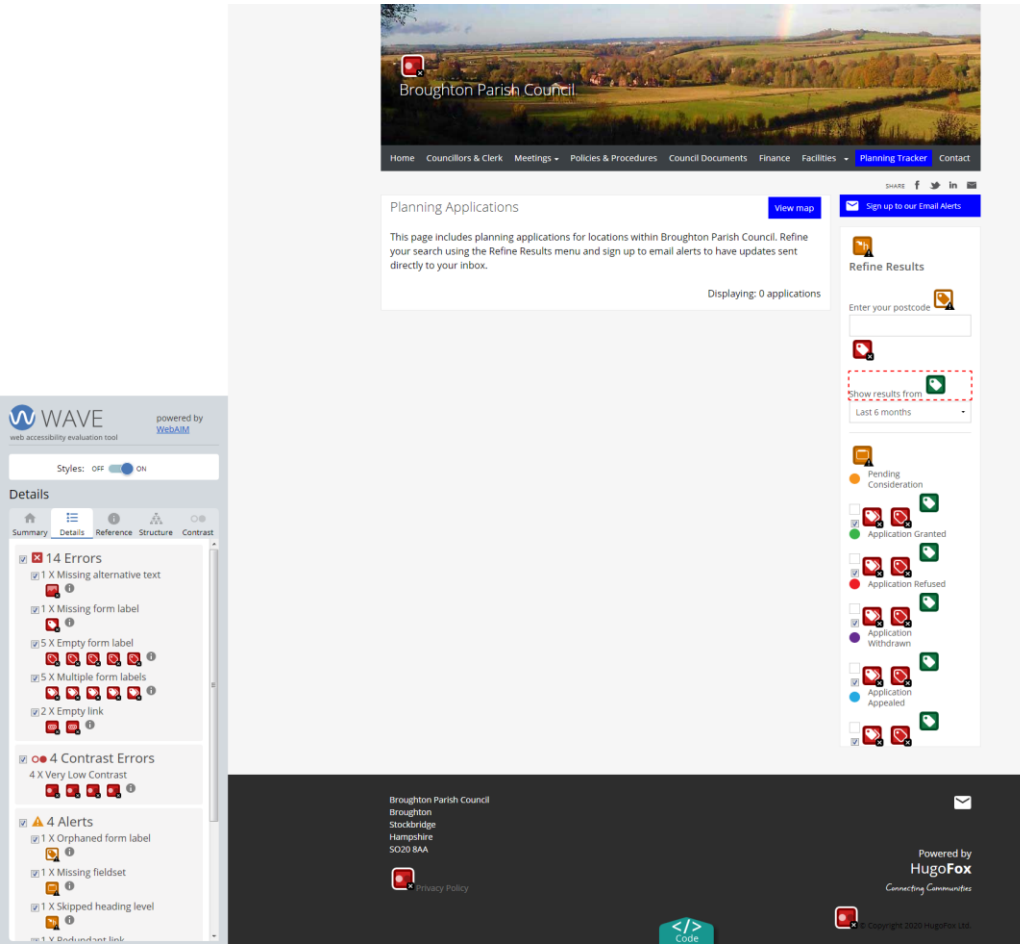
Error Issues for this page

	Location	For attention by
Contrast Errors	<ul style="list-style-type: none"><li>Broughton Parish Council Heading</li><li>Privacy Policy Link</li><li>© Copyright 2020 HugoFox Ltd</li></ul>	HugoFox

Action for consideration by Parish Council

Responsible Councillors to review page for currency and any need to update

Planning Tracker



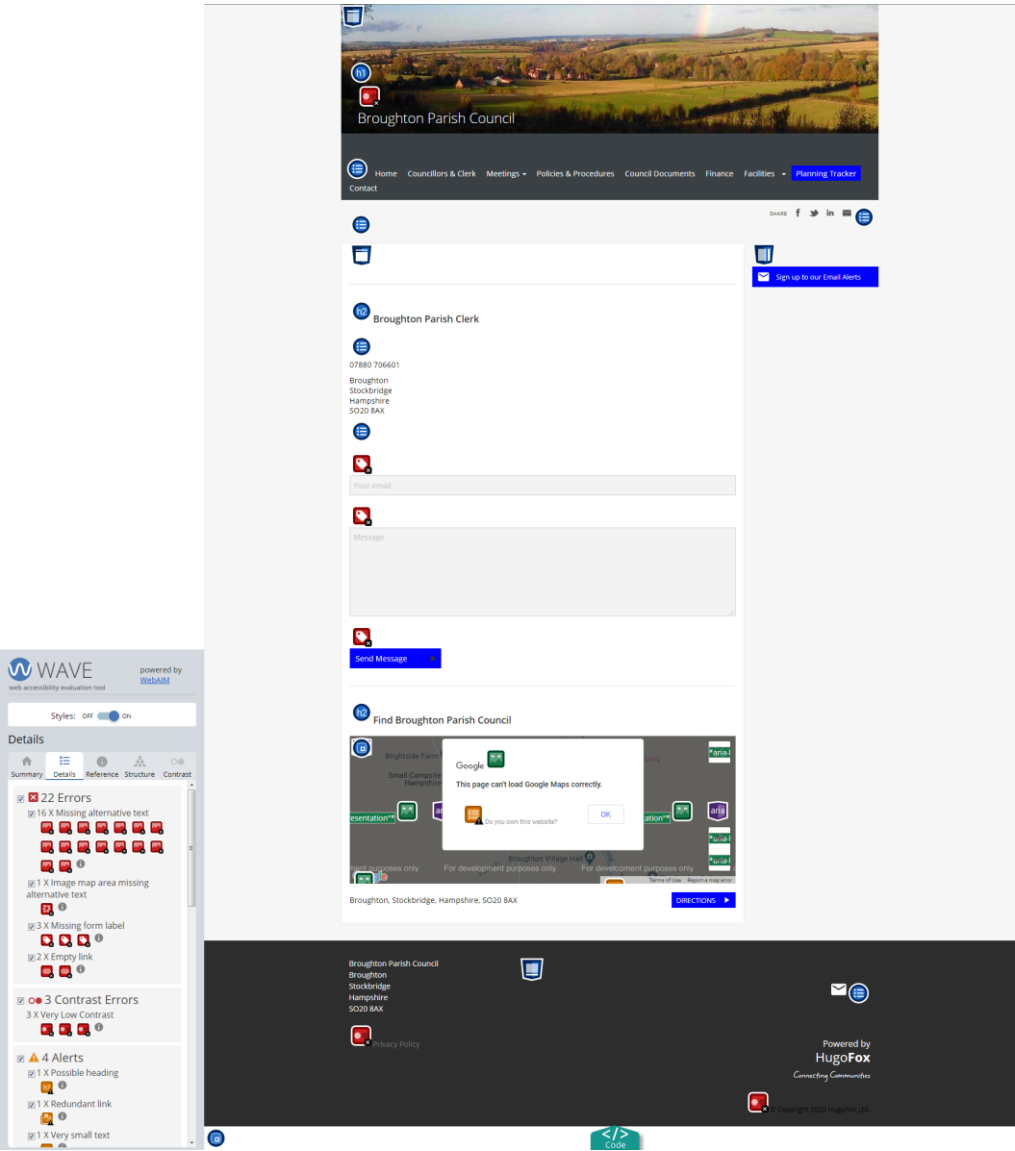
Error Issues for this page

	Location	For attention by
Contrast Errors	<ul style="list-style-type: none"><li>Broughton Parish Council Heading</li><li>Privacy Policy Link</li><li>© Copyright 2020 HugoFox Ltd</li><li>Label, link and contrast errors</li></ul>	HugoFox
Planning applications missing	<ul style="list-style-type: none"><li>None being displayed</li></ul>	HugoFox

Action for consideration by Parish Council

None

Contact



Error Issues for this page

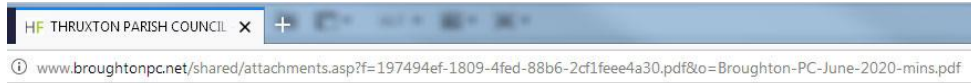
	Location	For attention by
Contrast Errors	<ul style="list-style-type: none"><li>Broughton Parish Council Heading</li><li>Privacy Policy Link</li><li>© Copyright 2020 HugoFox Ltd</li><li>Label, link and contrast errors</li></ul>	HugoFox
Display Error	<ul style="list-style-type: none"><li>Google map not loading</li></ul>	HugoFox

Action for consideration by Parish Council

None

## Miscellaneous

When a .pdf or Word documents open in a browser, the tab shows Thruxton Parish Council.



Suspected legacy issue since the Clerk also works for Thruxton Parish Council.

This may be carried through from the Clerk's working Word template or this may be some issue with HugoFox.

### Action for consideration by Parish Council

Clerk and HugoFox to investigate and resolve.