

Guidance Notes for adding Accessibility Statement to a website

For websites, publish the statement as a normal HTML page. Make sure it's linked to from a prominent place on the homepage or from every page on the website in a consistent place like the website footer. Make sure it's in an accessible format that everyone can use.

Governance for Accessibility Statement

The statement must be reviewed at least once a year, even if there have not been significant changes to the website.

=====DRAFT - AWAITING ADOPTION=====

Accessibility Statement

Accessibility

This website is run by Aymestrey 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:

- change colours, contrast levels and fonts using browser or device settings.
- zoom in without the text spilling off the screen.
- navigate most of the website using a keyboard or 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 this website is

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

- some PDF documents and images may not be fully accessible to screen reader software.
- notices for news and events provided by third parties may not use simple language and may rely upon images.

Feedback and contact information

If you experience any problems with our pages, please contact us, and we will try to provide you with the information you need. Please let the Parish Clerk know which page (if possible, including the page address/URL) you experienced problems with, and if you have any suggestions for how we could improve this page.

If you need information on this website in a different format, like accessible PDF, large print, easy read, audio recording or braille, you can submit a request to the Parish Clerk.

We'll consider your request and get back to you in 14 days.

To contact the Parish Clerk, use the details given on the [Contact Parish Clerk Page](#) or send them a message using the contact form.

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

Aymestrey 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.

Compliance status

The website has been tested against the Web Content Accessibility Guidelines (WCAG) 2.2 AA standard.

This website is partially compliant with the [Web Content Accessibility Guidelines version 2.2](#) AA standard, due to the non-compliances and exemptions listed below.

Non accessible content

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

Non-compliance with the accessibility regulations

Our testing with Google Lighthouse has identified a non-compliance with the accessibility regulations.

- some older PDF documents are not fully accessible to screen reader software.
- uploaded images may not have text alternatives because we cannot ensure the quality of contributions.
- scanned documents, for example, the Annual Governance and Accountability Return (AGAR) under Documents/Financial; and documents supplied from external sources; for example, Standing Orders and Financial Regulations (supplied by the National Association of Local Councils), are not accessible.
- where extra content is shown or hidden on focus, it cannot be dismissed, interacted with, disappear when the user moves to it, and does not stay visible until dismissed by the user.

Disproportionate burden

Not applicable.

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

PDFs and other documents

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.

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

Third party notices

Notices not originating from the Parish Council may not have a text alternative, so people using a screen reader cannot access the information. This fails WCAG 2.2 success criterion 1.1.1 (non-text content).

We plan to encourage persons providing content for the Notices page to provide content in an accessible manner. However, we will continue to publish notices received even without accessible versions.

What we're doing to improve accessibility

We are ensuring that anyone who publishes content on our website is aware of the importance of accessibility. We will guide them on the approach to take to ensure accessibility.

We will use PDF/A format for all new statutory documents such as agendas, minutes and policies.

As the underlying technology and code of the website are updated, we will seek to address any residual technical and code issues.

Preparation of this accessibility statement

This statement was prepared on 16th January 2026. It was last reviewed on 16th January 2026.

This website was last tested on 16th January 2026 against the WCAG 2.2 AA standard using [Google Lighthouse](#).

The test was carried out by Aymestrey Parish Council. The most viewed pages were tested using automated testing tools. A further audit of the website was carried out to the WCAG 2.2 AA standard.