

Charney Bassett Parish Council

Meeting: Wednesday 13th May 2026

Agenda Item 9

Village website

As previously reported we are in the process of moving the current village website (<https://charneybassett.org.uk>) to a new domain (<https://charneybassett-pc.gov.uk>). The reasons have been explained in previous reports – in particular that presented to the 14th May 2025 and 12th November 2025 meetings. This report advises on progress and the changes that are being made.

The new website

The new website is being provided by Parish Online. There is a good deal of flexibility in the way we can lay out the site but this also has to fit within an overall structure provided by the company. A basic site was presented to us by Parish Online and Amanda Graham (our Web Manager) has been working on this to transfer material onto the new structure from our existing site.

The new website is currently live and can be found through an internet search but it does not yet appear at the top of a search list. This is fortunate as it is still being worked on and the org.uk web site is still being used as the site on which new information is being posted. In the near future there will be a switch over from old to new and this will be announced through Charney Chatter. We will then seek to ensure that the new site appears at the top of any internet search.

The structure of the new site is revealed by pressing the only (Menu) button on its main screen. The headings on the page that opens are currently as follows:

Find information and services	
Home	People
Meetings	News
Governance & Procedures	Village Services
Finance	Village Groups
CHAFT	Places of Interest
Contact Us	The History of Charney Bassett

We are working on the principle that under 'Meetings' the minutes/agendas of past meetings will be held for the last 5 years on the new site. It will still be possible to access older meeting records by accessing an archive to be found on the retained .org.uk site. The same principle will apply to financial records, including audit papers.

The manner in which information relating to CHAFT will be presented on the new site was discussed at the Joint Liaison Group recently (see agenda item 10). It is proposed to move the CHAFT tab from the left hand column to the right (above) and 'Village Services' from right to left. On opening the CHAFT tab a single page entry will be found containing basic information about the charity and a link to the retained site where all the charity's meeting and financial records will be found. (see also below).

Information about the Village Hall and Charney Field will feature under specific headings in 'Village Services' and we hope to be able to import an on-line booking system for the Village Hall courtesy of Parish Online. There is also a 'Quick Links' section on the Home Page and we will make sure that one of these is for the Village Hall.

Councillors will see that 'Planning' doesn't feature as a heading on the Menu page. This is because several of the main headings (above) are fixed by Parish Online and we have found it difficult to find room for a Planning heading without extending into a third column – which we are trying to avoid. The intention is to provide information about Planning inside the 'News' section. Here folders can be opened for information about the Parish Council's role in Planning and details shown of current planning applications.

The existing website

We must keep control of the .org.uk domain name (to ensure it is not acquired by a third party and used in a way that causes confusion). This, and the fact that the material on the History sub-domain would be very time consuming to move, means it makes sense for us to keep the .org.uk site running. Not only can it continue to host the History sub-domain but it can, as explained above, provide access to historic meeting and financial records of the Parish Council and CHAFT. This site will continue to be the main source of information for CHAFT. The Web Manager will continue to have overall control of the site but access for editing their respective sections will also be given to the History Group and CHAFT.

The moving of other content (Village Organisations etc) to the new site means that the structure of the existing site can be simplified. In particular, it no longer needs to carry a section on 'News', 'Walks', 'Our Village' or 'Hereabouts'. The site heading ('The Village of Charney Bassett – website of the Charney Bassett Parish Council') needs to be amended to clarify the role of this site relative to the new site. It is suggested this be re-titled 'The Village of Charney Bassett – supplementary information to that of Charney Bassett Parish Council' (with the CBPC highlighted as a link to the new website).

The existing site also carries an impressive archive of Charney Chatter – from its first edition in December 2003 to date. It is suggested that this archive continues to be held there, but under its own heading rather than as part of the Parish Council tab. Only the current issue of Charney Chatter would be held on the new site and included on the News tab.

The existing site is still being hosted by Xebit and the move to a new provider (Net Nerd) as previously agreed is now being actioned. Net Nerd will also continue to register CharneyBassett.com as a domain name which has also previously been registered for use by the Parish Council (the cost of this is very minor).

Email

Councillors will recall that we now all need to work from .gov.uk email addresses. The Clerk is already working from a new address (clerk@charneybassett-pc.gov.uk) but will continue to monitor the .org.uk address as it will take some time to make a complete transition. The Finance Officer and the Web Manager also have .gov.uk addresses viz:

nick.adamson@charneybassett-pc.gov.uk

amanda.graham@charneybassett-pc.gov.uk

The Chairman also has a new address that is up and running viz:

Cllr.David.Roberts@charneybassett-pc.gov.uk

In the weeks following this meeting all Councillors will be provided with their new email address (following the format of that of the Chairman) and a unique password. The new address can be registered and accessed from <https://mail.charneybassett-pc.gov.uk>

Once registered, Councillors will be prompted to re-set the password to something more easily remembered. The email account runs on a system provided by Zoho UK and is easy to use. But an account can also be set up on another service provider e.g. Microsoft Outlook if preferred. Amanda Graham can help with registration and other set up issues if required. It is suggested that we target the next meeting (8th July) as the date by which this process should be complete. Once done the IT policy agreed in November 2025, and providing guidance on acceptable use of .gov.uk email, can be activated.

Conclusion

We have made good progress in the migration to .gov.uk but there is still much to do. Councillors are asked to familiarise themselves with the structure of both websites prior to the meeting and make any suggestions as to future content. Councillors are otherwise asked to support the on-going work – as laid out in this report.

Trevor Brown (Parish Clerk)