

Accessibility Statement for Old Basing and Lychpit Parish Council Website

This accessibility statement applies to the Old Basing and Lychpit Parish Council website at <https://www.oldbasing.gov.uk/>.

This website is managed by Old Basing and Lychpit Parish Council. We want as many people as possible to be able to use this website.

How Accessible This Website Is

We understand accessibility is important to our users. Here's what works well and what doesn't on this website:

What you can do:

- Zoom in up to 400% without the text spilling off the screen (content reflows correctly at narrow viewport widths)
- Navigate most of the website using just a keyboard

What you cannot do:

- Navigate some interactive elements using keyboard alone

Compliance Status

This website is partially conformant with the Web Content Accessibility Guidelines (WCAG) version 2.2 Level AA. Partially conformant means that some parts of the content do not fully conform to the accessibility standard.

An accessibility audit was conducted in May 2026 by Smart Marketing using a combination of automated testing tools and manual verification. The audit examined all 35 pages of the website. Of the 54 WCAG 2.2 Level AA success criteria, the website fully meets 44 criteria (80%), partially meets 2 (4%), fails 0 (0%), 8 are not applicable (15%), and 1 advisory criterion is included as a best practice recommendation (2%). The non-conformances are listed below.

The advisory criterion is 3.2.5 Change on Request, which is a Level AAA criterion — not required at Level AA. It is included as a best practice recommendation because links on the site open in new windows without warning, which can disorient users. This is not counted as a non-conformance.

Non-accessible Content

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

Non-compliance with the Accessibility Regulations

Issue	WCAG Criterion	Priority	Target Date
Homepage calendar tooltip contains unresolved <code>{link}</code> and <code>{title}</code> placeholders (DOM only)	2.4.4	High	September 2026
Sidebar Links to Other Pages: H2-to-H4 heading skip on ~18 pages	1.3.1	Medium	November 2026

The full details of each issue, including affected pages and specific recommendations, are provided below.

Perceivable

Operable

- **Homepage calendar tooltip contains unresolved placeholders:**
- **Sidebar heading-level skip on some pages:**

Understandable

Robust

Additional Observations

The following observations do not represent formal WCAG failures but are noted as areas for improvement:

- **Best practice recommendation (WCAG 3.2.5 AAA):** External links across the site open in new tabs without an explicit warning. WCAG 3.2.5 Change on Request is a Level AAA criterion, not required for AA conformance, but adding a visually-hidden 'opens in new tab' indicator is recommended as best practice for screen reader users.
- **Editorial recommendation:** The page titled 'Report a Problem' does not contain a form; it directs visitors to external problem-reporting services. The council may wish to add a contact form to this page or rename it to clarify its purpose.

What Works Well

The audit also identified several areas where the website performs well for accessibility:

- All informative images on the site have descriptive alt text. Decorative images correctly use empty alt.
- Every PDF link on the site includes a (PDF) format indicator, helping users understand they are downloading a file.
- The Contact Us form has correct autocomplete attributes on Name (name), Email (email) and Phone (tel) fields, supporting browser autofill.
- Header navigation and footer use high-contrast white text on dark green (#036156) at a 7.37:1 ratio, well above the WCAG AA minimum.
- Homepage tile headings meet the WCAG AA contrast threshold for large text (3.21 to 9.88:1 across the various tile colours).
- Page language is correctly set to en-GB on every page.
- Every page has a single, descriptive H1 that identifies the page topic.
- Page titles in the browser tab accurately describe each page.
- Heading structure is generally well-organised, with logical use of H2, H3 and H4 levels.
- All form fields have correctly associated visible labels.
- Navigation menus appear consistently in the same position and order across every page.
- The website is built on a current version of WordPress (6.9.4).

What We Are Doing to Improve Accessibility

We are committed to making this website accessible to all users. Following the accessibility audit conducted in May 2026, we have developed the following improvement plan:

Phase 1 — High-priority fixes (target: September 2026)

Phase 2 — Medium-priority fixes (target: November 2026)

- [Plugin] Resolve the Calendarize It! tooltip placeholder issue. Disable Enable custom details layout in the plugin tooltip settings, or fix {link}/{title} to [link]/[title] merge tags. Effort: 30 minutes.
- [Content] Review the Report a Problem page. Add a WPForms form, or rename the page to clarify its directory-style purpose. Effort: 1 to 2 hours.

Phase 3 — Best practice improvements (target: February 2027)

- [Content] Change the sidebar Links to Other Pages heading from H4 to H3 across affected pages. Effort: approximately 5 minutes per page across ~18 pages.
- [Content] Fix the typo 'Pasttimes' on the Hobbies, Activities & Pasttimes page H1. Effort: 5 minutes.

Ongoing

- [Best practice] Add a visually-hidden new-tab warning to external links via CSS for WCAG 3.2.5 AAA. Effort: 15 minutes.
- [Content] Rename /local-plan-update-copy/ slug to a meaningful URL with a 301 redirect. Effort: 15 minutes.

If any phase target date cannot be met, we will update this accessibility statement to reflect the revised timeline and explain the reason for the delay. Progress updates will be published on this page.

Disproportionate Burden

We are not currently claiming that any accessibility issues present a disproportionate burden to fix. We believe all identified issues can be reasonably addressed within the timescales outlined above.

Content That Is Not Within the Scope of the Accessibility Regulations

The following content is exempt from the accessibility regulations:

- PDF documents published before 23 September 2018, unless they are essential to the services we provide
- Third-party content that is not funded by, or under the control of, Old Basing and Lychpit Parish Council (for example, embedded Google Maps or social media feeds)

What to Do If You Cannot Access Parts of This Website

If you need information from this website in a different format, you can request it from us. We will consider your request and aim to provide the information to you within 10 working days. Alternative formats may include:

- Large print
- Easy read format
- Audio recording
- Accessible PDF
- Braille

To request information in an alternative format, please contact us using the details provided in the 'Feedback and Contact Information' section below.

If you have difficulty accessing this website, you can also get help and advice from AbilityNet at <https://mcmw.abilitynet.org.uk/>

Reporting Accessibility Problems with This Website

We are committed to making this website accessible. If you find any accessibility issues that are not listed on this page, or if you believe we are not meeting our accessibility obligations, please let us know by reporting the problem to us.

How to report an accessibility problem

Please use the contact details in the 'Feedback and Contact Information' section below to report any accessibility issues.

We aim to respond to all accessibility reports within 5 working days. If you are not satisfied with our response, you can contact the Equality Advisory and Support Service (EASS) at <https://www.equalityadvisoryservice.com/>

Feedback and Contact Information

We welcome feedback on the accessibility of this website. If you have any suggestions for improvements or general feedback, please contact us:

- Email: clerk@oldbasing.gov.uk
- Phone: 01256 462847
- Post: The Pavilion, Recreation Ground, The Street, Old Basing, Hampshire, RG24 7DA

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 are not happy with how we respond to your complaint, contact the Equality Advisory and Support Service (EASS): <https://www.equalityadvisoryservice.com/>

Technical Information About This Website's Accessibility

Old Basing and Lychpit 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 required to be accessible under these regulations.

Platform and Technology

This website is built using WordPress 6.9.4 as the content management system, with the Beaver Builder theme (bb-theme) and a child theme for customisation. Page layouts are built using Beaver Builder page builder (version 2.10.1.6) with Beaver Themer (version 1.5.2.4). Forms are managed using the WPForms plugin. The website uses HTML5, CSS3, JavaScript, and PHP, and is designed to be compatible with modern web browsers including Google Chrome, Mozilla Firefox, Apple Safari, and Microsoft Edge.

Accessibility Features Implemented

- All informative images on the site have descriptive alt text. Decorative images correctly use empty alt.
- Every PDF link on the site includes a (PDF) format indicator, helping users understand they are downloading a file.

- The Contact Us form has correct autocomplete attributes on Name (name), Email (email) and Phone (tel) fields, supporting browser autofill.
- Header navigation and footer use high-contrast white text on dark green (#036156) at a 7.37:1 ratio, well above the WCAG AA minimum.
- Homepage tile headings meet the WCAG AA contrast threshold for large text (3.21 to 9.88:1 across the various tile colours).
- Page language is correctly set to en-GB on every page.
- Every page has a single, descriptive H1 that identifies the page topic.
- Page titles in the browser tab accurately describe each page.
- Heading structure is generally well-organised, with logical use of H2, H3 and H4 levels.
- All form fields have correctly associated visible labels.
- Navigation menus appear consistently in the same position and order across every page.
- The website is built on a current version of WordPress (6.9.4).

Known Limitations

- Some third-party content and embedded widgets may not be fully accessible
- PDF documents published before 23 September 2018 may not be fully accessible
- Some Beaver Builder template components require remediation to improve accessibility

Template-Level Improvements

Many of the identified accessibility issues are related to the Beaver Builder theme templates and layout modules, meaning they can be addressed through theme-level updates rather than page-by-page changes. This is significant because it means a relatively small number of template changes will benefit all 35 pages simultaneously.

How This Statement Was Prepared

This statement was prepared on May 2026.

It was prepared based on findings from an accessibility audit conducted by Smart Marketing in May 2026. The audit examined all 35 pages of the website using:

- Automated browser testing using custom JavaScript analysis scripts to check page structure, heading hierarchy, link text, image alt text, form labels, ARIA attributes, colour contrast, and embedded content
- Manual testing using the WAVE accessibility evaluation tool on key pages
- Manual keyboard navigation testing to verify focus visibility and tab order
- Visual inspection for images of text, colour-only information, and auto-playing content

The full audit report is available from Old Basing and Lychpit Parish Council on request.

This statement will be reviewed and updated by 01 May 2027, or sooner if significant changes are made to the website.