**Accessibility statement for www.normantontowncouncil.co.uk**

This accessibility statement applies to the website of Normanton Town Council www.normantontowncouncil.co.uk

This website is run by Normanton Town 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
* 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 (including the most recent versions of JAWS, NVDA and VoiceOver)

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

[AbilityNet](https://mcmw.abilitynet.org.uk/) 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:

* most older PDF documents are not fully accessible to screen reader software

**Feedback and contact information**

If you need information on this website in a different format like accessible PDF, large print, easy read, audio recording or braille:

* email enquiries@normantontowncouncil.co.uk
* call 01924 893794
* or visit us at Normanton Town Hall, High Street, Normanton, WF6 2DZ

We’ll consider your request and get back to you in 10 working days.

**Reporting accessibility problems with this website**

We’re always looking to improve the accessibility of this website. If you find any problems not listed on this page or think we’re not meeting accessibility requirements, contact: Normanton Town Council, Town Hall, High Street, Normanton, WF6 2DZ. Tel: 01924 893794 or E: enquiries@normantontowncouncil.co.uk

**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)](https://www.equalityadvisoryservice.com/).

**Contacting us by phone or visiting us in person**

* call 01924 893794
* or visit us at Normanton Town Hall, High Street, Normanton, WF6 2DZ

**Technical information about this website’s accessibility**

Normanton Town 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**

This website is fully compliant with the [Web Content Accessibility Guidelines version 2.1](https://www.w3.org/TR/WCAG21/) AA standard.

## Content not within the scope of the accessibility regulation

**PDFs and other documents**

Some of our PDFs are scanned images provided by a third party such as our Annual Governance and Accountability Statement. We have no control over the accessibility of these documents.

The accessibility regulations [do not require us to fix PDFs or other documents published before 23 September 2018](http://www.legislation.gov.uk/uksi/2018/952/regulation/4/made) if they’re not essential to providing our services. For example, we do not plan to fix historical minutes and audit information.

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

**Live video**

We do not plan to add captions to live video streams because live video is [exempt from meeting the accessibility regulations](http://www.legislation.gov.uk/uksi/2018/952/regulation/4/made).

**What we’re doing to improve accessibility**

We are continually working to assess and update the website and its content.

**Preparation of this accessibility statement**

This statement was prepared on 26th August 2020. It will be reviewed in July 2021

This website was last tested on 26th August 2020. The test was carried out by our own staff with support from our website provider.