New Council Website for Ilminster Town Council

Council Website Introduction

Thank you for your interest in our Council website package.

We are an established and friendly web development company offering affordable eye-catching websites and hosting services ranging from the smaller business through to larger businesses and organisations.
We ensure that you have ownership of your domain name and website so that you're not locked in with any website hosting provider, something that many web companies don't do.

Even though all our websites can easily be updated by you with the training we provide, we also offer support services which can be tailored to your needs. These range from simply adding the content you send us, ensuring it matches your website's design to include regular backups of the website and maintenance of its software.

We have a website that gives details of some of the features www.councilwebsite.co.uk and a demo site, which is an example town council (A parish council would have fewer features).

The demo site is demo.councilwebsite.co.uk.

Some examples of Parish Council websites are:

- Kingston Seymour Parish Council
- Cheddon Fitzpaine Parish Council
- Bishops Lydeard Parish Council
- Broadway Parish Council in Somerset

Plus several Town Councils as well and others still in development using our new framework. Our most recent rebuild was for Bridgwater Town Council

A typical Parish package could normally contain the following features:

- High impact slide transitions
- News section
- Calendar for events (What's On)
- Google Analytics for visitor tracking
- Training on using the website in our Taunton office or through an online meeting system for up to 3 editors (training at your location is available for additional cost)
- 1 set of committee/council document pages (agendas, minutes, etc...)
- One picture gallery page
- 1 Business OR Organisations directory (the other directory can be added as an option)
- 5 additional pages populated by us, in addition to the home page, contact and legal pages, and those used by features above

📄 Town and Parish Council Website Flyer

Summary of Requirements for Council Website

Based on our conversations and research into any existing website you have, we've created the following list of requirements:

- Replace the existing website
  - Existing website has approx 60 real pages and 850 news articles (according to the current website)
- Options for basic and advanced features
- Provide hosting and support for website
- Options for email addresses for the website
- Content fully updateable by yourself (with optional training)

Website Build Charges

⦿ **Basic Website Build** Basic CMS based website: - Template based design with minor customisations - Design/layout is set with very little customisation - Up to 5 pages (home, contact plus 3) - Pages populated by us, if the content provided in time, otherwise skeleton structure only	450.00
○ Standard Council Website Standard CMS based website: - Built using our Standard Council Framework design - Minor customisations to the design - Up to 10 pages populated by us	995.00 Not selected

Additional Build Notes

- All content (text/images) to be provided by the client
- All images must be provided in the correct size and format
    - Additional costs will be made to prepare any images at **£25+VAT per image**
- Keywords provided by the client
- Brand/Colours to be provided by the client
- "Website By" message in the footer of the website

Features to include in Council Website: - Submission to Google and other leading Search Engines including the creation of sitemap files - Google Analytics for visitor tracking - News section	
☑ **Copy/Convert existing content** - Based on up to 100 simple pages - Menu structure would be discussed and agreed (including mapping from old to new pages) - All content (images, text and files) would be provided by the customer **Content work could be divided between SWS and customer to reduce costs**	550.00
☐ Create Additional Page of Content on Council Website - An additional page - Content to be provided by customer - Images will be optimised for the website	x 1 25.00 Not selected

Calendar Options

○ No Calendar Feature - A basic page of content would be used	Not selected

○ **Full Calendar Feature**

250.00

- A complete calendar system with different ways of displaying them
- Each event has its own "page" on the website for further information
- Display details of events in various places on the website
- Training on how to use this feature (if optional training selected below)

Councillor Options

○ No Councillor Feature

Not selected

- A basic page of content would be used

○ **Basic Councillor Information**

150.00

- Custom build feature
- Councillor information is individually controlled
- Simple list of councillors on a single page with their basic information
- Feature can be further expanded in the future (to an advanced version)

○ Advanced Councillor Information

350.00
Not selected

- Custom build feature
- Councillor information is individually controlled
- Summary displayed on one page
- Each councillor would have their own page on the website to show expanded information

Meeting and Policy Documents Options

○ No Documents

Not selected

- A basic page of content would be used

○ Basic Documents

150.00
Not selected

- Custom build feature
- Documents can be categorised to display on pages
- Simple structure for documents, added as links directly

○ **Advanced Documents**

350.00

- Custom build feature
- Documents can be categorised to display on pages
- A more complex structure for documents can be easier for editors to add the correct document structure

Cookie Compliance Options

Cookie Compliance System - Set Up	50.00
To set up a new cookie system	
• To make sure your website is GDPR, ePR and CCPA compliant with minimal maintenance.	
• No restriction on the number of pages	
• Cookie list is maintained manually and should be reviewed regularly	

⦿ **Cookie Compliance System - Manual Version**

3rd party plugin built into website
To make sure your website is GDPR, ePR and CCPA compliant with minimal maintenance.

• Cookies need to be manually reviewed/adjusted when needed

○ Cookie Compliance System - Internal

3rd party plugin built into the website
To make sure your website is GDPR, ePR and CCPA compliant with minimal maintenance.
No restriction on the number of pages

• Scans the website for cookies and maintains its own list

Monthly at £2pm or annual at £20pa

2.00
per month
Not selected

Accessibility System Options

○ Accessibility System - Basic

Web accessibility software to help comply with Section 508 and WCAG 2.1 LEVEL A/AA Web Accessibility Standards.

• NO scanning of the website.
• All adjustments will need to be manually done (this may incur additional costs)

75.00
Not selected

⦿ Accessibility System (with Lifetime License)

Web accessibility software to help comply with Section 508 and WCAG 2.1 LEVEL A/AA Web Accessibility Standards.

• Scans content while using the page editor screen
• Scans the entire website
• Advanced rules for automation of fixing issues
• Reports feature (details, exporting, etc...)

550.00

○ Accessibility System (with Annual License)

Web accessibility software to help comply with Section 508 and WCAG 2.1 LEVEL A/AA Web Accessibility Standards.

• Scans content while using the page editor screen
• Scans the entire website
• Advanced rules for automation of fixing issues
• Reports feature (details, exporting, etc...)

First year included then £200+VAT per year

250.00
Not selected

☐ Accessibility System (Annual License) As described above	**200.00** per year Not selected

Other Options

☐ Additional (Optional) Feature - 1 Business OR Organisations directory • A directory of the details of businesses or organisations in the area • Training on how to use this feature (if optional training selected below)	**250.00** Not selected
☑ Additional (Optional) Feature - FAQs • Custom built feature • Easy control of FAQs • FAQs can be categorised/grouped • FAQs can be dynamically displayed in multiple areas of the website.	**150.00**
☑ Website Training (Optional) Training on using your website. • 2 hours session. • Up to 3 editors. • Training in our Taunton office or online (other options are available at additional cost) • **50% Discount given if ordered with the website build** • **Training does not include how to maintain the website** **Training must be arranged within 2 months of website launch otherwise your slot is lost and you would need to rebook at full price.**	50% discount **125.00**

Email Hosting Packages

We only host your website on our platform to prevent email issues from interfering with the website.
We have a couple of email solutions available.

• Email system provided by Google (recommended)

OR

• Standard mailbox only with one of our providers

NO EMAIL REQUIRED • You do not require any email addresses or will have your own system	

Website Hosting and Support Packages

The type of hosting and support required depends on the type and size of your website and the level of support you would like.
You can choose from the following hosting options:

◉ Council Hosting (Annual) - Standard (existing package)	600.00 per year

Standard - Annual All-In-One Hosting/Support plan for your website

- Hosting on our **high-performance** platform
- 1GB disc space
- 10GB traffic pm
- Monitoring of website uptime
- Support and maintenance included
- Daily Backups included
- Website security features installed
- Image optimisation on launch of website only (£25 per image on demand)
- Monthly report contains: Uptime, Updates made, Analytics (if connected)
- 1 website/domain allowed
- 1 hour of content updates per month (content provided by customer; used in 15 minute blocks)

All monthly hosting packages contain:

- Option to add extra GB Web Space for £3pm
- Website caching for extra performance
- Basic mailboxes can be provided for emails
- All DNS records for the domain name are managed by us.
- FREE SSL Certificate (DV) on our hosting

Other important notes about our support:

- Accounts MUST have strong passwords. We may change passwords without notice if issues are reported.
- We usually limit full admin access to protect the integrity and security of the website. You edit and control all the content, however as an owner/admin we would discuss with you the areas you would like to retain access to.
- We take control of the DNS records for your domain name. This means we have greater control and flexibility over the security and performance features that can be used.
- Changes to areas that you don't have access to can be done by us as part of the monthly package at no extra cost. These areas relate to non-editable sections of the website, e.g. widgets, custom coding etc...
- If you decide you wish to end the agreement and move the website elsewhere we would remove any security, performance and support related software and licenses we use that are licensed to us and give back full admin access to you.

All monthly plans are paid via Direct Debit. Cancellation of the direct debit would indicate cancelling the plan.

Improved Protection Against Attacks

To reduce the chance of your website being attacked and causing problems for your website and the server we can provide additional levels of protection.

To provide these we need control over the DNS records of your domain name by using our nameservers that we control.

☑ Wordfence Premium	99.00
	per year

Wordfence Premium provides the real-time endpoint protection you need to protect your mission-critical website.

- Real-time IP Blacklist
- Real-time Firewall Rule Updates
- Real-time Malware Signature Updates

For more information please see https://www.wordfence.com/

◉ Improved Protection - None	

No additional protection provided.

○ Improved Protection - Level 1	25.00
	per month
	Not selected

For professional websites, blogs, and portfolios requiring basic security and performance.

- Unmetered Mitigation of DDoS
- Global CDN Option
- WAF (Web Application Firewall) to scan traffic and help protect the website
- I'm Under Attack™ mode
- 20 Page Rules included

SWS has to control nameservers/DNS to use this feature

Payment Terms and Timescales

If you're happy to go ahead with the project, please ensure you've selected the options you would like, ensure you've read our terms (attached) and accept the quote.
Once the quote is accepted the first and second invoices are sent to you.
The first invoice (deposit) and a Direct Debit should be set up before work begins.

Timescales will be confirmed after payment.
The estimated development time for this project would be discussed at the start of the project and depend on the speed of content delivery to us and responses to any questions we have.

Deposits are non-refundable.

At this point, for any monthly plans, we would send details to set up the Direct Debit.
Invoices for monthly charges would be sent on the 25th of the month for the services of the next month. Payment is taken on or after 5 days later.
If payments fail, we'll attempt to contact you via email and phone and then disconnect the website.

📄 SWS Terms & Conditions Jan 2016

📄 SWS Development Agreement Jan 2016

📄 SWS Additional Development Information

Payment Schedule

Invoices for the project would be as follows:

1st - £300+VAT Non-refundable deposit (for initial setup)
2nd - Remaining balance minus final payment (for design and content)
3rd - £150+VAT final payment when project is completed.

Monthly payment options are also available. Please ask for details.

Options selected	0 of 2
Subtotal	0.00
Total GBP including VAT	£0.00
	per month

Options selected	2 of 3
Subtotal	699.00
VAT 20%	139.80
Total GBP including VAT	£838.80
	per year

Options selected	10 of 20
Subtotal, includes discount of 125.00	2,625.00
VAT 20%	525.00
Total GBP including VAT	£3,150.00

This quote has expired.