

Great Alne Parish Council – Project Progress Report

Project Name: Website Development Project

Report Date: January 2026

1) Project Objectives:

This project will:

- Review the existing GAPC Website, other Parish Council Websites (e.g, Alcester Town Council) and the draft website produced by Stratford District Council (GAPC Website Hosts).
- Produce a draft website design based on the draft SDC Website tailored to reflect Great Alne Parish Council requirements.
- Secure agreement to the design from both Great Alne Parish Council and SDC website hosts.
- Develop the agreed GAPC website on SDC website staging platform.
- Plan and manage the delivery of content updates/restructure (current and historic data, logos/graphics and pictures).
- Commence Great Alne – “A Great Place to Be” Photo Competition
- Work in close partnership with SDC IT departments (Website Hosting and Content management) to ensure the new website conforms to all statutory, legal, technical and Council content requirements.
- Plan and Manage the Transition from SDC Staging to Live environments (in partnership with SDC IT departments).
- Develop and allocate roles and responsibilities for the ongoing management of the new GAPC Website content / updates.
- Report progress to **Great Alne Parish Council** as required

2) Progress this period:

Achievements this period:

- Draft Skeleton submitted to councilors for comment. Favourable initial comments received from Chair. Need feedback from all councilors to enable completion of draft and commence build phase.
- Potential development costs included in 2026/7 Budget submission.
- Draft Pathway Maps in development.

3) Actions for Next Period:

Planned actions for Jan -Feb 2026:

- Secure GAPC Approval for website design and content structures –(via Councilor email approval)
- Initiate “Great Alne – A Great Place to Live” photo competition to create library of photos/pictures of the Parish for the website.
- Review current content and develop approach to migration/restructure and content creation as required.

Planned actions for Jan - March 2026:

- Commence website build phase
- Commence content transitions and Website Photo Competition
- Potentially Go Live.

4) Risks and Issues:

To be developed.