

Website subcommittee of WG

49 Brent

21st May 2016



Attendees:

David Lee, John Orr, Nicky Johnson

Action by whom

1

Purpose

A general discussion to improve understand of the issues and opportunities involved in the now available domain name and web site, enabling recommendations to be made.

Resources available to assist the discussion included prototype websites by Gideon Clark, Vince, and David Lee.

All attendees had relevant background.

2

Goal of web site

It should be the face of TBRA for both members of TBRA and for those who want to know something about TBRA.

It is a constitutional requirement that minutes of the main meetings are available on it. It is satisfactory for these to appear as names within a directory listing.

It should complement "The Bridge" newsletter, and back issues of that should be available on it, ideally as thumbnails

Updating should be easy with a low level of technical skill. This may be by the use of templates, an automated site builder, simple included files, or other means.

2.1

Decisions

1. A common style should be used for both The Bridge and the web site. Nicky volunteered to consult with a contact of hers and to develop style sheets suitable for The Bridge being produced in Microsoft Word. The Bridge has better content, but worse appearance than the new Netherfield newsletter, which may have accessed WCC support and funding. John to investigate further. Nicky
John
Dave
2. The prototype web site of Gideon was the best. As such, Gideon to be asked if he could develop it further in line with the comments in this document.
3. The menu at the top needs developing further to cover all requirements, and probably needed to have drop-downs for each item, as per the site at <http://www.e-outdoor.co.uk/>, on

which Gideon has also worked. The following table outlines the type of structure considered.

Top level	second level
Events	Calendar Regular events
Contacts	
Documents	minutes The Bridge Constitution
Gallery	
Local life	Environment local businesses How to
Juniors	
Projects	First Steps Neighbourhood watch

Not all second level pages will be initially included. The calendar will be the standard google calendar for Tinkers Bridge.

4. The front page body should have

- Map, as on Gideon's version
- An introduction and statement of where and when we have public meetings (as on Dave's version) replacing the Editor's letter on Gideon's version
- Possibly a list of events, as in the left hand column of Dave's version
- The changing image, as at the the top of the body of <http://www.e-outdoor.co.uk/> was liked, and the practicality of it on our site to be investigated

5. Other decisions were

- A response form should be available, and should be as much "free text entry" as practical
- The only email address on the web site should be info@tinkersbridge.org.uk, which should be forwarded to tinkersbridge@gmail.com, to limit spam email going to other addresses
- Gideon and Vince to both be invited to the next meeting of this subcommittee.
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3 Email addresses @tinkersbridge.org.uk

Dave

Only TITLE@tinkersbridge.org.uk style emails will be used, not personal ones. Emails to them should be automatically forwarded to other addresses. A list of these needs to be maintained, and access is needed to change them, as required. Agreed titles are

chair@tinkersbridge.org.uk to John Orr and Ron Ellis

TheBridge@tinkersbridge.org.uk to Rosemary and Nicky

info@tinkersbridge.org.uk to tinkersbridge@gmail.com, which is currently going to David Lee, and it has been previously suggested that if this gets excessive traffic volume, it could be rotated round several people

The existing email address of tinkersbridge@gmail.com will be maintained to avoid people having to change the address they currently use.

Post meeting note: the email address of workinggroup@tinkersbridge.org.uk also exists, and will forward emails to johnorr1965@btinternet.com (E-mail); dnl@f2s.com (E-mail); rosemary.oday@open.ac.uk (E-mail); sheila.taylor9@btinternet.com (E-mail); boaterssaab@aol.com (E-mail); nickygollingsjohnson@gmail.com (E-mail); margaretenglander@gmail.com (E-mail); clifftgreen@gmail.com (E-mail); apriljanetowell@yahoo.co.uk (E-mail)

4 Web hosting

Dave

Dave is not happy with the current hosting arrangement set up with 1and1.co.uk, as it requires monthly payments from a credit card, the details of which are kept on the site, and encourages purchases of other services, chargeable to that card. This means that he can not let anyone else have administration access to the site. The cost is also slightly above the authorised level of £250 for 5 years, at £11.88 for the first year, and £59.88 for other years. We are still within the 30 day money-back period, but if we pull out, there will be a cost associated with registering the domain name.

It was agreed that the best was something like an annual invoice, but the current expenditure level was seen as acceptable. As we have not gone public with the web site, it is possible to be without one for a change-over period. The way forward was left to be sorted by Dave, with John checking on what is possible from the TBRA account

John