

# Wiltshire Community Web Online Newsletter



December 2008

Hello all and welcome to the latest issue of the Wiltshire Community Web Online Newsletter.

## Training Events Information

The latest series of free training events have now been completed. Further dates will be organised for 2009. If you would like to receive further information about the training sessions for 2009, please email [info@wiltshirecommunityweb.org.uk](mailto:info@wiltshirecommunityweb.org.uk)



All dates will be advertised in future newsletter issues and in the news and diary sections of [www.wiltshirecommunityweb.org.uk](http://www.wiltshirecommunityweb.org.uk) – keep checking back!

If you are a group of people that are interested in finding out more about WCW, we could organise a group training session – get in contact!

## Hints and Tips

### **Changing Font Type**

The default font type used upon WCW pages is Verdana. If you would like to change the font for your own pages, use the tag shown below.

#### **Example:**

```
<font face="comic sans ms">
```

### **Changing Text Size**

The templates use a set font size for your web pages, using the following tags can help you size it yourself! There are two methods for sizing your text:

- **H1 – H6 tags**

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H1 will make your text very large, H6 will decrease the size of your text. Simply insert the tag at the beginning of the text to be re-sized, and then place a closing tag at the end.

**Example:**

```
<H1> Text will be larger</H1>
```

```
<H4> Text will be larger than normal, but smaller than H1</H4>
```

- **Font size tag**

Inserting your own size for text can also be done using the font size tag. Again, insert the tag at the start of the text you would like to re-size, and then place a closing tag at the end.

**Example:**

```
<font size = "20">This text will be very big</font>
```

```
<font size = "2"> This text will be small</font>
```

### **Coloured Text**

The templates use black as the set colour for your text – using this tag, you can choose the colour you wish to use! Again this is similar to adding font size tags, insert the tag before the text you wish to be coloured and close it at the end. (Make sure you use the American spelling for colour – ‘color’)

**Example:**

```
<font color="red">This text will be red</font>
```

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## **Spotlight on a Wiltshire Community Web Site**

### **Maiden Bradley with Yarnfield Parish Council and its Website**



“We are a small Parish Council but like to think an active one, being one of the first Parishes to produce a Parish Plan, a fantastic document that catalogues the thoughts and wishes of the population (You can view it on the website); but that’s another story. Well it all started when we first set about costing up a Laptop Computer, Printer and Projector for

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meetings as it seemed the first step to bringing the Parish into the 21<sup>st</sup> Century and we thought a cost saving one on paper.

The Awards for All Lottery Funders were only too pleased to fund it all and as a Clerk, I loved the fact that the Parish Council had turned into a corporate business with not only designed headed paper but an email facility that transformed communications between Councillors.

Now having taken this route we realised the next step to complete the business was a website. Several meetings took place, a list of information the Parish Council wanted to put out was compiled but then it hit a stumbling block "Cost". Now as a small Parish we obviously only have a small precept and amount of funding. Many of the quotes came back as hundreds of pounds to set up and a yearly cost. The disappointment was great, but then at a meeting someone spoke about Wiltshire Community Web - a website we could join free of charge! And had the added bonus that it would take me, the Clerk, 30 minutes to set up and I could run it myself. (Now that was scary, "a Website", computer inputting, what if I corrupted the system I had no knowledge of this mysterious and awesome job.)

Of course the Parish Council jumped at the chance, so with a deep breath I logged on followed the instructions, printed off the instructions manual (only a couple of pages) and off we went with a live webpage and yes it did take half an hour and raised my self esteem by mountains.

A year on, it has been a fantastic medium to use, the Agendas and Minutes go out on it. It only takes a few minutes to pop them on. We have everything from the Risk Assessment, yearly accounts, and special scientific sites listed in the area too. In the near future, an electronic version of the Parish News will also be added. It has encouraged the village to get together and the site links to the Public House website, History of the Parish and in a couple of weeks the Village Shop and Village Hall will have their own free sites set up and linked in.

In the near future we hope to have every club and group in the Parish with their own sites.

**So if you haven't already got one - log on and start that website off - its easy and it can only improve your communications...it did ours!"**

*Sarah Jeffries  
Parish Clerk*



Visit the site on Wiltshire Community Web:

<http://www.southwilts.com/site/Maiden-Bradley/index.htm>

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## Get your site noticed!

For each newsletter, we will feature a site that has been created on Wiltshire Community Web.

If you would like to have your site featured here in a future issue to promote your success, then get in touch!

Email us at [info@wiltshirecommunityweb.org.uk](mailto:info@wiltshirecommunityweb.org.uk) with a short explanation of your site.

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## Editors Notes



**Wiltshire Community Web is managed by  
Community First.**



Community First is a charitable organisation that works at the forefront of community development to help improve the quality of life and economic well being of people and local communities throughout Wiltshire and Swindon

For further information visit our website at [www.communityfirst.org.uk](http://www.communityfirst.org.uk)

Community First  
Wyndhams  
St Josephs Place  
Devizes  
Wiltshire

SN10 1DD

Tel: 01380 722475

Fax 01380 728476

Registered Charity No: 288117

VAT Registration No: 639 3860 06

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**Merry Christmas!**

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