

# VCS Parish Church Websites

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VCS Websites Ltd (“VCS”) have developed a website package to meet the needs of most Parish Churches, Benefices and Deaneries. Our aim is to get you online quickly and affordably, and to make the task of updating your website work easy. We also help you with getting found online and basic use of Social Media

## Individual church (including redundant churches):

There are three package levels available:

- **Starter Church Package.** This is a basic website address under our domain with a one-page “static” site, to save you the cost of a domain name. So for example the name might be ***st-georges-great-bromley.parish-church.uk***  
We load this up with contact details and directions, and a list of standard service times, but you cannot maintain it yourselves or add additional services or news. Alternatively we can set up your own domain name and email, but simply redirect the page to your listing on [www.achurchnearyou.com](http://www.achurchnearyou.com) and the mail to, say, Gmail.
- **Standard Church Package.** This is our standard offering which is detailed below. It is based on a “one size fits most” layout to suit the needs of most churches. Examples of this are ***www.littlecornardchurch.org.uk*** or ***www.stleonard-at-the-hythe.org.uk*** (redundant). A variation with two combined churches is ***www.greatandlittleteychurches.org.uk***
- **Extended Church and Village package**  
This is not quite a standard offering, more tailored to extra parish needs. An example is ***www.greatbromley.org.uk***. We also cater for Parish Council combinations such as ***www.littlebromley.org.uk***.

## Benefice or Deanery

There is one package format.

**Standard Benefice Package.** This is our standard offering which is detailed below. An example of a five-church benefice is ***www.mozebenefice.org.uk***

The top level for the site is the benefice, and the churches each have a page or more of their own. Events and Services are shared in one list, as is usual for a benefice. It is easier to see than describe - please visit ***www.mozebenefice.org.uk*** and peruse!

## Special Requirements

We can of course also offer tailor-made websites and design for those who have an accordingly reasonable budget allocated.

## The VCS Standard Package for Parish Church Websites

The remainder of this document describes our Standard Package, which is what we expect most Parish Churches to opt for. The thinking behind this concept was fourfold:

- 1) To give a quick, easy and affordable transition for churches on free websites or who rely on A Church Near You, which many find difficult to use;
- 2) To give a “no-brainer” path for churches without websites to get started with a nice and clean website which is easy to maintain and easy for parishioners to use, and also an option for us to manage the site updates for a church who can not muster a volunteer “webmaster”;
- 3) To offer an affordable upgrade option for some of the numerous Parish Churches who have websites that are old and no longer fit for purpose (or perhaps never were!);
- 4) Our years of business website experience lets up make systems that make **less** work for the Minister or PCC volunteer, **not more**.

The Standard Package contains what we believe most Parish Churches will need. However, there are other options available, known as “modules”, that can be switched on or configured as needed, such as a Twitter feed (showing latest Tweets) for example, or running a Survey.

The design of the system is such that it is only a very short learning curve for someone to get used to. The concepts are the same as most good website management systems, only simpler in our system as it is specifically built for the needs of a church.

However, volunteers are hard to come by and are frequently overstretched for time. Some also loathe the idea of yet more IT, so we were asked to provide a managed service. This is where we do all the updates on the site using the information emailed to us by the Minister or appointed volunteer.

## What is in the Standard Package?

1. Secure and very fast UK-based website hosting.
2. Our standard template layout, with one of several colour schemes of your choosing.
3. Logins for one or two website users (those who can make changes) - we can of course add more as needed.
4. The following items in the website:
  - a. Logo and header
  - b. Slideshow on the home page, if desired
  - c. Home page introduction
  - d. Safeguarding message
  - e. Contact details
  - f. Notices
  - g. Events
  - h. Services
  - i. Static pages on life events - Baptisms, Weddings, Funerals
  - j. Photo gallery
5. Quick access admin menu
6. Access to our online help website.
7. Free email support.
8. All advert free, of course!

## What is involved with Standard Package setup?

1. Free discussion of best way forward for suitable domain name and email strategy.
2. Register and configure your own domain name (e.g. www.stonesgreenchurch.org.uk)
3. Set up email forwarders to your existing email addresses, if required (e.g. vicar@stonesgreenchurch.org.uk -> stonesgreenvicar@gmail.com).
4. Set up SSL (https://) hosting on our server (no additional cost).
5. Set up standard template, with one of several colour schemes of your choice.
6. Set up your website user(s) and issue passwords.
7. Load up of basic information onto site as above, using your words and pictures supplied in usable format and from your existing website if appropriate;  
This includes:
  - a. Logo and local picture you supply to create a header
  - b. Contact details
  - c. Home page introductory words
  - d. Last 5 news items and all future events from your site or supplied. (We don't usually transfer old news. You can add more yourself, of course.)
  - e. "A reasonable amount" of village page info
8. Search engine registration with Bing and Google
9. Access to Visitor statistics
10. Support login and access to our full training material online.
11. Set up on Google Maps and Wikipedia and update ACNY for new web link.
12. Nightly backup schedule included

## Security, GDPR & Privacy

Drupal software is generally considered extremely secure, and we keep sites updated with all latest security releases. We expect your website administrator(s) to choose strong passwords and to protect them properly and never share login details with anybody.

The way the Parish Church Websites system works, the GDPR considerations are limited to uploading your policy document, and then **not** uploading to the website any personal information that breaches your own guidelines. All other matters are internal to the Church.

We have a Privacy page with link on the footer area of each page.

## Accessibility

Our package was designed alongside our Parish Council Websites system, which has to be fully WCAG 2.1 AA compliant - so you would enjoy the benefit of this.

## Safeguarding

We have a prime location for safeguarding message both on top menu and on the footer area of each page.

## Package Costs

<b>Package</b>	<b>Set up cost</b>	<b>Hosting cost</b>
Starter Church	£ 60	£ 35 per annum
Standard Church	£ 95 for website set up £ 55 for populating all new site pages and events (or you can do this yourself)	From £150 per annum. Typical cost £15 per month
Standard Benefice	£150 for site build from material supplied and one church, plus £25 per additional church in the benefice.	£15 base cost plus £2.50 per extra church per month
Email options	£15. But not encouraged - use Gmail.com or Outlook.com!	£3 per mailbox per month

*All prices are guidelines for the majority of cases.*

*Your requirements may incur different charges (lower or higher)*

Notes - hosting is usually charge per quarter in advance, but annual payment is fine, particularly for starter package. Except for Starter Church package there is a domain cost to be met, but this is included in the hosting fee assuming a .org.uk name; other domain name variants may be chargeable.

## Other possible costs

<b>Item</b>	<b>Cost</b>	<b>Notes</b>
Training to use the Website	£ 25 per hour	Plus reasonable travel costs if applicable. Zoom training works well, and 1½ -2 hours is ample for most people
Managed Package - Regular Website Updates	£ 15 per month	Let us update your site for you - includes news, services, events you send. The cost may vary according to requirements and activity.
Custom designed Header banner(s)	From £ 70	Our artist will create something more than a standard banner that comes with the package
Photography for website	£ enquire	We can take photos for you, but in these days of the high-pixel mobile phone cameras, we feel sure you can do this yourself!
Very large amounts of extra Web Hosting Space	£ enquire	If you need additional website storage such as for a back catalogue of Parish Magazines you might have higher space requirements. We assess such cases individually.

## Thanks for reading!

We hope this package is of interest and look forward to hearing from you.

Yours faithfully,

Dr Hugh G Frostick  
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