Town & Parish Council Websites

Guide to updating your website

Part 4

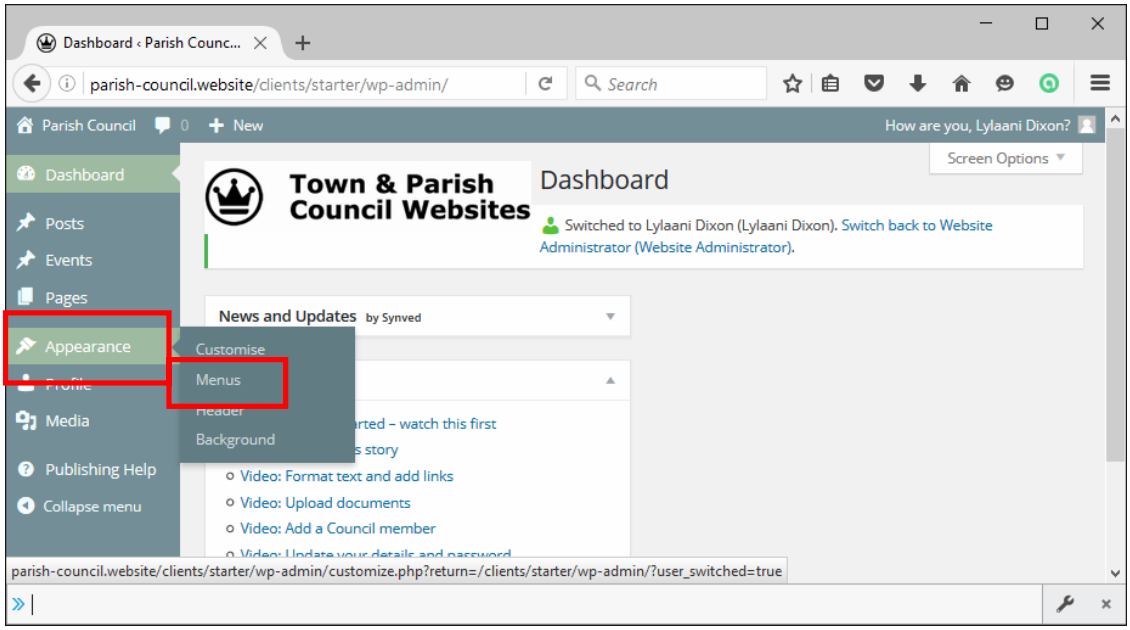
www.parish-council.website

43 Langtoft Rd, Stroud, Glos, GL5 1LS

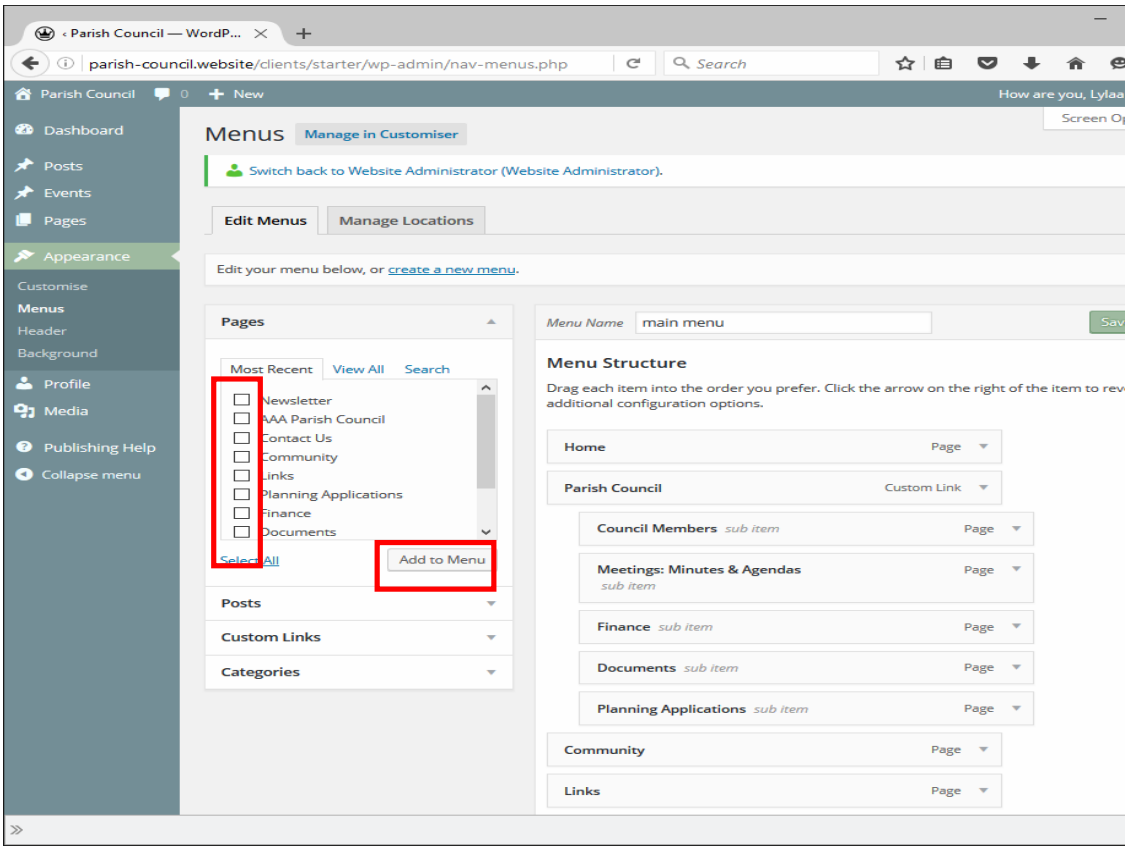
T: 01453 298702 – E: enquiries@parish-council.website

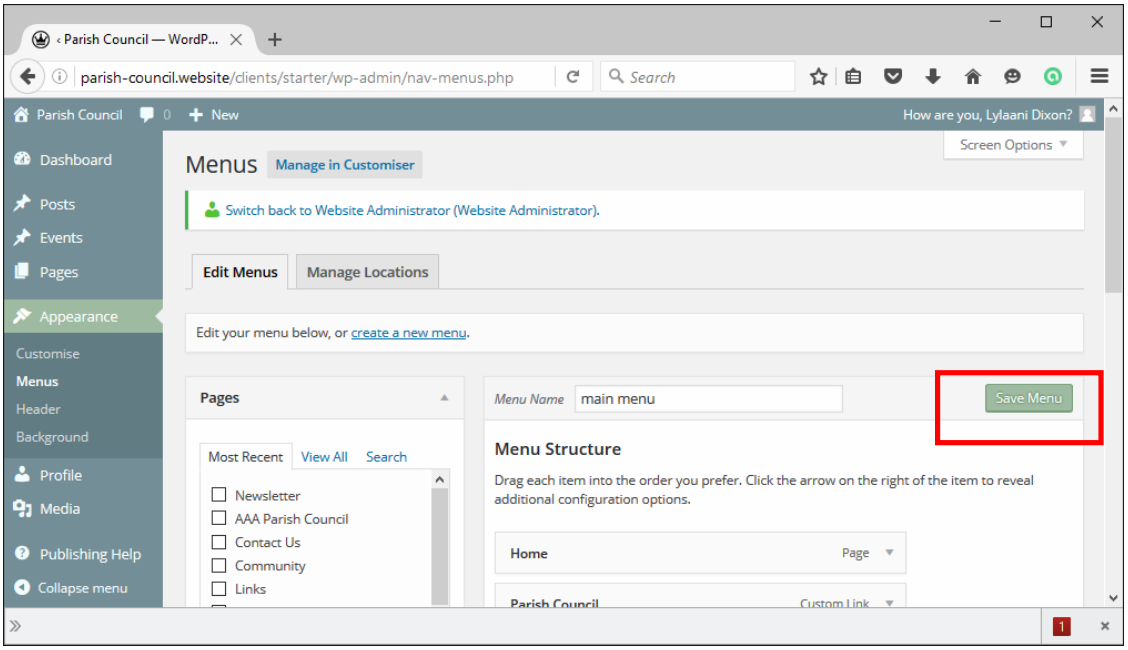
Adding menu items

When you are logged in, go to Appearance, then select Menus.



You will see your pages on the left of the page. Check the box next to the page you want to add to the menu and click the Add to Menu button.



It will get added onto the bottom of your menu which you can see on the right of the page. Just click on it and drag it to where you want it to go. If you indent it under another menu item it will appear as a sub-menu to that item eg you can see that Meetings minutes and agendas is a sub menu to Parish Council etc.

When you are happy with it, click the Save Menu button