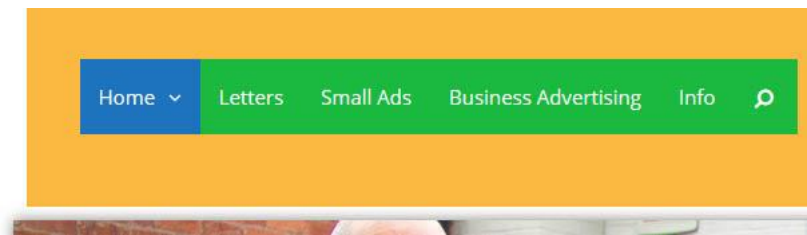
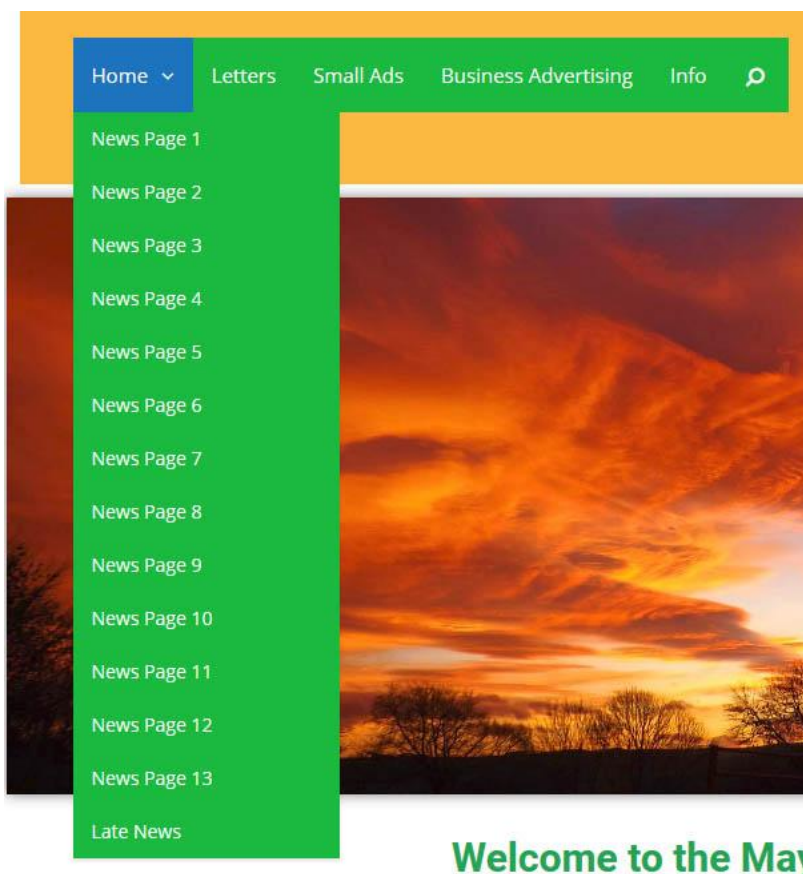


If using a desktop PC, use the menu at the top of the page in the normal way (click on “Home”, “Letters”, etc.). (special instructions for viewing on a phone follow)

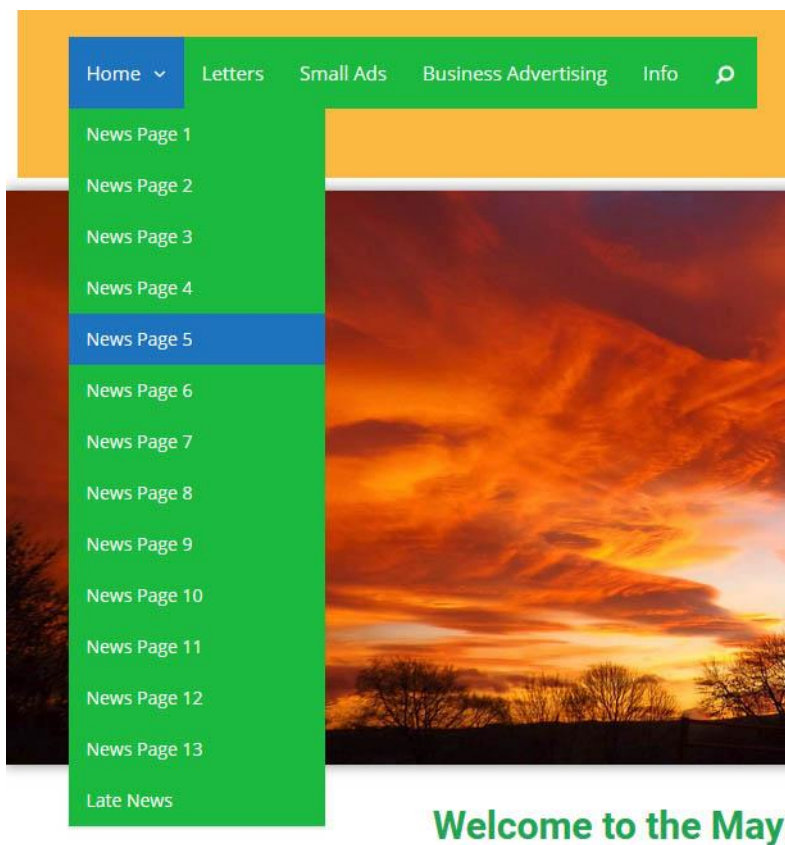


The home page contains a “Contents” section to find the page number of any item that you’re particularly interested in.

To see the news pages **hover** the mouse (ie don’t click) over the “Home” item and you will see a drop down menu showing all of the news pages, including the “Late News” page.



When the drop down menu appears, click on the page that you want.

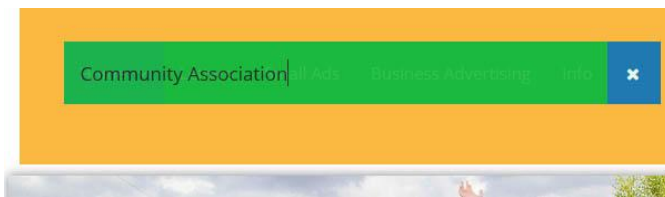


Each news page has clickable “Next Page” and “Previous Page” items at both the top and bottom.

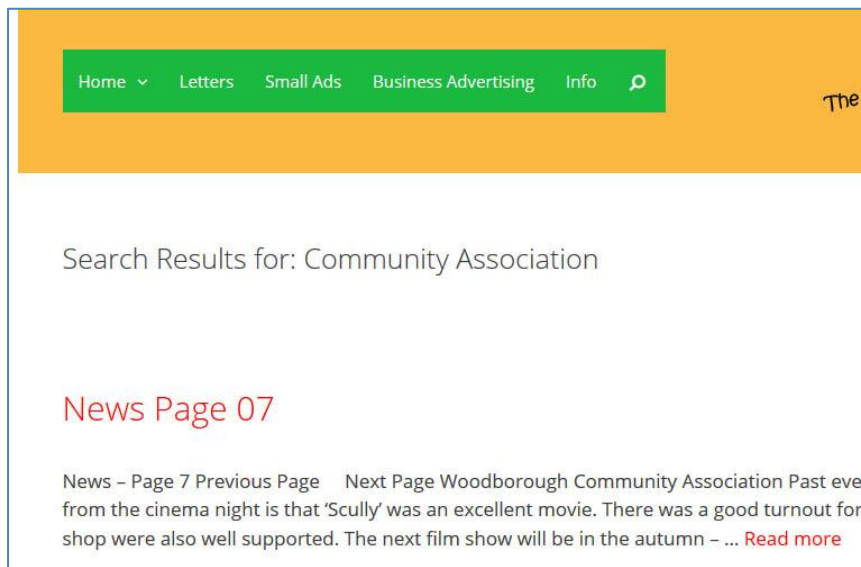


When you want to return to the home page click on “Home” item in the top menu.

The website now includes a **search facility**. Just click the magnifying glass symbol at the right hand side of the menu bar, enter the item you need, and press enter.



You will then see a list of pages which contain the required item.

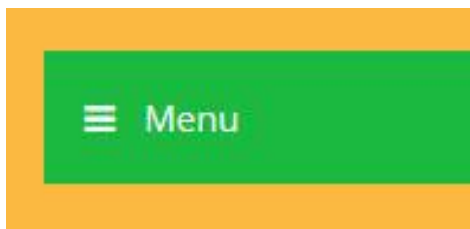


As the new layout features longer pages than previously, to make it quicker and easier to return to the top (and the menu) you will see a small arrow symbol at the bottom right hand corner of longer pages. Just click this to immediately return the top

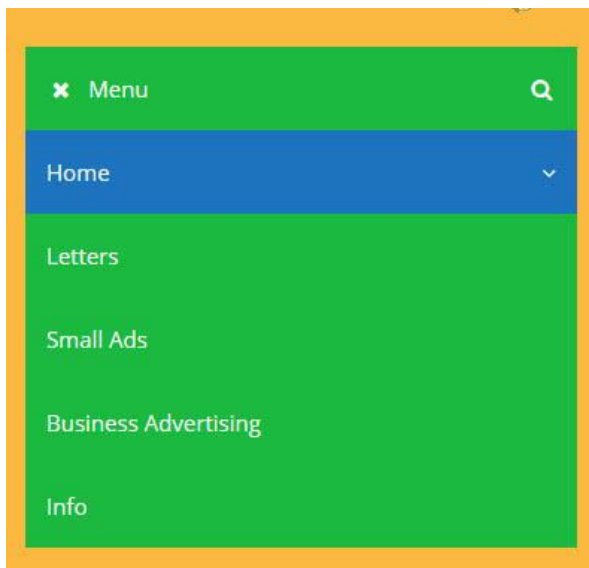


of the page.

If viewing the website on a **phone or tablet** in the portrait mode the menu will be shown as below:



Click on the 3 horizontal bars to reveal the menu items.



Click as required. To see the news items click on the down-arrow on the right hand side of the "Home" section to reveal all of the news pages.

