

## **Table** (originally called 'List')

(click on the title to link to Parish Online help)

### **Overview:**

At the time of writing (19Jun21), I could not improve upon the Help provided within Parish Online itself – please click on the word 'Table' above to bring up that entry, which covers admirably all the basics needed.

**Except:** if you are using an account of type "Reader", you have no editing rights, and will not be able to edit any entries via the Table facility. (It does say this in the Parish Online help, but not so bluntly)

### **Removing Duplicate entries:**

The table view can show that occasionally duplicate entries for the same location have been made – usually as the result of some earlier finger trouble. The question then arises of how to remove the duplicate entry, since often only one shows up in the left-column when clicking on that location on the map (and one can only delete records from within the left-column – so how to delete a record that never shows.....).

Two solutions come to mind:

- Separate the locations by zooming in. At 'normal' viewing levels, it may not be obvious that there are two entries for the same location, but zooming in should provide sufficient fine tuning to enable the two to be clicked on separately, hence showing both entries in the left-column. Delete the unwanted one
- Use Easting/Northing

### **Easting/Northing**

In Table view, it can be seen that each record has a 'Centre X' and 'Centre Y' entry that reveal the precise location on the map for that record – X being the Easting entry, and Y the Northing. The duplicate records, although apparently in the same location visually, will in fact have a slight difference in either or both of the Centre entries. Follow these steps enable the unwanted record to be brought up in the left-column, and thus be deleted: (in this example, we are assuming that there is a duplicate record in our Planning Applications layer)

- Have two copies of Parish Online running at the same time, in separate tabs of your browser
- In the first copy of Parish Online, turn on your Planning Applications layer, hover the mouse over the tick in the layer until it changes to a cogwheel, and then click again, and select 'Table View'
- A list of all your Planning Applications will appear, including the duplicate(s)
- It is likely that one of the duplicate records will be more up to date than the other. Select the one that you wish to delete, by clicking on it once so that it is highlighted grey, and add an asterisk '\*' to the end of the Application Number

- Scroll to the right-hand end of the report, until you find two columns, 'Centre X' and 'Centre Y', like this:

Number	Name	Year	Created By	Date Created	Edited By	Date Last Edited	Area square metres	Perimeter metres	Line Length metres	Centre X	Centre Y	Centroid	Geometry Type
SE 1			parishcouncil@40ud069	16/06/2020 16:31:47	parishcouncil@40ud069	19/06/2021 04:45:25				346950.13	125289.77	346950.13,125289.77	POINT
SE 2			parishcouncil@40ud069	16/06/2020 16:32:25						346949.82	125286.07	346949.82,125286.07	POINT

- Copy the entry under 'Centre X' (here, **346950.13**)
- Switch to the second copy of Parish Online
- In the second copy of POL, select View, Coordinate Finder, and paste into the 'X/Easting' field the entry from 'Centre X' (here, **346950.13**)
- Do the same, and put the data from 'Centre Y' into the 'Y/Northing' field (**125289.77**)
- The location will pop up in the map of the second copy of POL as a red dot
- Close the Coordinate Finder by clicking on the 'X' at the top of the left column
- Still in the second copy of POL, turn on the Planning Applications layer
- The red dot should show up very close to the application that you normally see (ie without the asterisk at the end of its number)
- Click on the red dot, and the data for the record with the asterisk at the end of its number should appear in the left column. Delete it in the usual way
- If, when you click on the red dot, the data for the record without an asterisk in it shows up in the left column, try zooming in so that you get a much greater separation of the two entries on the map. This should make it much easier to select the rogue entry marked by the dot
- Probably a good idea to shut down the second copy of Parish Online (this is not essential – you can make changes in both copies, all will be stored in the Cloud), as this uses fewer resources in your computer, and also in your internet connectivity