Kingskerswell Parish Council

Noticeboard Policy

Date of adoption: June 2026

Purpose

The purpose of the Parish Council noticeboards is to provide residents with clear, accurate and timely information about Parish Council business and matters of local community interest.

Management and Control

All Parish Council noticeboards remain the property of the Parish Council. The Deputy Clerk (or other authorised officer) is responsible for the management, content approval, and maintenance of the noticeboards.

The Parish Council reserves the right to refuse or remove any notice at its discretion.

Content Criteria

Notices must:

- Be relevant to residents of the parish
- Relate to Parish Council business, local community events, charitable activities, or public information
- Be lawful, decent and not offensive or discriminatory
- Not promote party-political causes
- Not contain defamatory or misleading information

Commercial advertising and personal notices will only be permitted at the discretion of the Deputy Clerk and will normally be of secondary priority to community information.

Priority of Notices

Priority will be given in the following order:

1. Statutory notices and Parish Council business
2. Community events and activities within the parish
3. Public service information
4. Limited commercial or personal notices (where space allows)

Size and Format

- Notices should not exceed A4 size unless prior agreement has been obtained.
- Notices must be clear, legible, and suitable for public display.
- The Parish Council reserves the right to remove notices that are damaged, poorly presented, or inappropriate.

Display Period

- Notices will normally be displayed for a maximum of 30 days.
- Event notices will be removed shortly after the event date.
- The Parish Council may remove notices earlier if space is required.

Rotation and Removal

Noticeboards will be monitored regularly. Outdated, damaged, or irrelevant notices will be removed promptly to prevent overcrowding and maintain clarity.

Liability

The Parish Council accepts no responsibility for the accuracy of third-party notices displayed on its noticeboards.

Review

This policy will be reviewed periodically and updated as required.

Policy Status

This policy was adopted and published by Kingskerswell Parish Council at a meeting of the council on 22nd June 2026.