



Coffinswell Parish Council

Serving the Communities of
Coffinswell & Dacombe

The Cirl Bunting is the UK's rarest farmland bird. The entire breeding population is found between Exeter and Plymouth.

Coffinswell Parish Council Noticeboard Policy

The purpose of this policy is to provide guidelines for the usage of the Parish Council noticeboard and the materials which can be displayed.

These Parish noticeboards are owned/maintained and administered by the Parish Council and this will be clearly identified on the noticeboards.

The Aim of the Parish Council noticeboards are primarily to facilitate the display of Statutory Information and communicate Parish Council activity.

This includes:

The name and address of the Parish Clerk
The Parish Website details
Emergency contact telephone numbers
The date and times of programmed Parish meetings
The Agenda for forthcoming meetings
Minutes of previous meeting
Annual Accountability and governance return
Casual vacancies
Election results

Whilst Parish Council notices take precedence over any other notice, public safety, community events and activities can also be displayed at the discretion of the Parish Clerk.

This could include:

Teignbridge Council information
Local Bus timetable
To publicise an activity or event occurring within the Parish and its neighbours which have specific relevance to the community
To publicise recognised Charitable Events/activities
Public health information
Neighbourhood Watch
Police and Crime Commissioners Councillor Advocate Scheme.
Limited promulgation of Church events

The Noticeboards cannot be used for:

Party political notices
Commercial advertisements for profit or gain
Parishioner/private advertisements for profit or gain
Publicity for any fund raising event that is not for a charity
Any material considered illegal, inflammatory or offensive
Any anonymous material i.e. not attributed to an organisation/individual

Locations

The Parish Council currently have three Noticeboards, which are located as follows:

1. Dacombe Dacombe Cross
2. Coffinswell Next to Public Telephone Box adjacent Appledore Cottage
3. Coffinswell On triangle of land adjacent the Linny

It should be noted that the third Noticeboard was provided to commemorate the Queens Jubilee and is currently used solely for the promulgation of Community Activities/Events.

Administration

The Noticeboard will be administered by the Parish Clerk

Non Parish Council notices must be forwarded to the Clerk for approval and promulgation

Notices can only be promulgated or removed by one of the three Key holders listed below

Event activity notices will be displayed for a maximum of three weeks prior and will be removed within 5 working days after the activity/event

The Parish Council reserve the right to decline to display any notice

Fly Posters

Any fly posted notices attached to the external surface of the Noticeboards or their street furniture will be removed.

Furthermore any fly posted notices on public property such as signposts etc within the Parish will be removed by the Parish Council.

Key holders

Parish Clerk Juliette Thompson

Dacombe Councillor Ashley Brent

Coffinswell Councillor Vince Flower

Review

This policy will be reviewed by the Parish Council March 2022

Reference Material

Public Health Act 1961 Provision and maintenance

Highways Act 1950 Damage to Noticeboards

Parish Council Act Powers to provide

Local Government (Misc Provisions) Act 1953

Local Government Act 1972 Powers to publicise

Town and Country Planning Act 1990.

Town and Country Planning (Control of Advertisements) Regulations 2007