



WOODCHURCH PARISH COUNCIL

Noticeboard Policy 2024

Background.

Whereas there is no legal requirement for a parish council to have a noticeboard, it is generally accepted that a noticeboard is a necessary tool to assist a parish council with its legal requirement to publish notices of meetings and minutes in an easily accessible public place. There are two noticeboards owned and managed by Woodchurch Parish Council, one on the car park opposite “The Hub” and the second located on Front Road opposite the doctors surgery.

Noticeboard on the carpark “The Parish Council Noticeboard”.

This noticeboard is the official noticeboard of The Parish Council, and its sole use is to advertise meetings, post minutes, and any other information pertaining to parish council business. The Clerk has the responsibility for the keys and items displayed and maintaining that the information displayed is correct.

Noticeboard on Front Road.

The Parish Council has supplied this unlocked closed-door noticeboard for the use of the residents of Woodchurch. Its purpose is for communicating village specific news and events. Notices for personal gain are not permitted.

Placing notices over existing notices is not permitted.

Articles will only be permitted to be placed on the noticeboard for a maximum of 1 month and must be removed once the event has taken place or the 1 month has passed whichever is the shorter. It will be the responsibility of the person/group to remove their notices in a timely manner.

The Parish Council reserves the right to remove notices that it deems to be inappropriate in nature (for example discriminatory, offensive, political, or religious). The Clerk will monitor articles displayed for content.

We would request that all notices are dated the day they are displayed.



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