

COPYTHORNE PARISH COUNCIL MEETING

TUESDAY 13TH NOVEMBER 2018

ITEM NO: 11 – PARISH COUNCIL NOTICEBOARDS

This report addresses the issue of the long-term management of the Parish Council Noticeboards and their maintenance

Introduction

The Parish Council owns 7 noticeboards: Newbridge Road, Ower opposite Vine Inn, outside St Mary's Church, Cadnam Old Post Office, opposite 4 Ways Store and Post Office, Copythorne Parish Hall and Winsor Road layby. At present, the noticeboards have a public accessible side and a Parish Council locked side. It has become apparent that they are not well-managed and this report sets out a way forward for the short to medium term in respect of their management and a long-term proposal for their enhancement

Condition and Use of the Noticeboards

The Chairman (Cllr. Simon Lucas), has been making regular trips around the noticeboards to monitor their use and where appropriate tidy them up, remove old notices and remove the vast number of pins and staples which are evident.

Condition: Three of the noticeboards are rotting at the base of the display panel; one (Cadnam) seems to be the wrong way round; one (St Mary's) has a damaged concrete spur.

Use: The boards are often a mess (the neatest is the one at Newbridge and the worst are at the 4 Ways crossroads and the Parish Hall) – posters and flyers are placed on them often without reference to what is there and also items are left on the boards well after the event has passed. Items have been stapled to the legs of the boards and in one case, nailed. Also, on some boards, there is a large amount of business advertising being placed on what is essentially community display, which also detracts from the overall appearance.

What is clear, is that as a 'presentation' of a Parish Council provided service, it does not give the impression of a cared for environment.

What is also clear, is that the community focus of the noticeboards is being impeded by commercial / business advertising and causing some of the untidiness / disarray

Proposed Action

Short to Medium Term: It is proposed that, as of January 2019 the following policy applies

1. Only community notices are to be posted in the public section of the noticeboards.
2. No commercial or for-profit business notices / advertising will be permitted.
3. Posters must be a maximum of A5 size (14.8 x 21 centimetres).
4. Posters must be fixed using drawing pins only (no staples).
5. Posters must be placed for up to 4 weeks only.
6. Posters will be managed by the Parish Council on a weekly basis to check the above policy requirements are being followed. Noticeboards will be assigned to individual Councillors to look after, (the Chairman will continue to maintain the Parish Council side of the noticeboards). This

will include removal of any items which are not in line with the policy and tidying up, where appropriate redundant / time-expired notices and old fastenings.

Note: If approved at the meeting, the change to this policy will be promoted in the next Parish Council Newsletter and in Stanley's Own as well as via a notice to be placed on top of each noticeboard.

Long-Term: It is clear that our noticeboards are rapidly becoming time-expired in some cases. It is proposed that we launch a three year programme to replace them with metal noticeboards which have 2 lockable display areas, meaning that notices can only be posted by going via a custodian of the noticeboards. It is also proposed that whichever model we purchase, it has a magnetic plate back so that magnets rather than pins can be used for fixing notices. Current research suggests that good quality metal boards with lockable doors can be obtained for between £450.00 and £900.00 each, plus installation, depending on design.

(Several Parish Councils are heading down this route with new boards which can be customised with the Parish Council logo and name. There are many suppliers and we can investigate the most appropriate design).

To that end, it is proposed that we commence an earmarked fund increase in our reserves in order that the programme of replacement can be started in the next financial year (we already have some funds in the reserves for this).

It is believed that this is a good step in enhancing the Parish environment and providing a clear identity for the Parish Council in helping to look after it.

Recommendations

That the Parish Council endorses the Short to Medium Term Policy outlined above for introduction from January 2019.

That the Parish Council endorses the proposal outlined above for individual Councillors to take on a role to manage one or more boards in the interim.

That the Parish Council approves the 3 year programme of noticeboard replacement and introduction of central coordination for the placement of community notices.

Simon Lucas

Report Vers 0.2 03/11/18