

# **RULES FOR DACORUM BOROUGH COUNCIL NOTICEBOARDS**

**July 2018**

Dacorum Borough Council noticeboards are primarily provided to display public notices, to publicise Council activities and to promote services, events and meetings that support the local community. There are no illuminated signs in line with planning regulations.

Where space permits, other organisations are welcome to display their own notices, subject to the following terms and conditions:

- Dacorum Borough Council notices take priority and should not be removed (unless they are for an event that has passed), defaced or obscured
- New posters must not obscure any other posters that are displayed
- They are attached and removed carefully so as not to damage the boards. Notices should be pinned onto boards. Use of staples is not allowed and will result in the notice being removed immediately
- Any damage to the boards must be reported to the Communications Unit at Dacorum Borough Council immediately on 01442 228000
- Notices may only be posted for events open to all sections of the community
- Commercial advertising such as sales is not permitted (with the exception of small-scale sales to raise funds for charity)
- The hiring of a Dacorum Borough Council venue does not confer the right to advertise a function on a noticeboard
- Notices designed to stir up bad feeling or opposition to a particular section of the community are not permitted
- Notices likely to cause offence are not permitted
- For advice on whether a poster is suitable for display contact Dacorum Borough Council Communications Unit on 01442 228000
- Notices must be removed promptly when the advertised event has taken place
- Once removed notices should be put in a bin or taken away – they should not be left lying on the ground
- A regular check of the noticeboards will be conducted at least once a month by the designated regulator and tidying up carried out

Any queries please contact Jen Wilford on 01442 228421

# **ADDITIONAL TERMS OF USE OF DACORUM BOROUGH COUNCIL NOTICEBOARDS IN KINGS LANGLEY**

**July 2018**

- All those wishing to display a notice are to apply to Kings Langley Parish Council for a number, to be displayed in the top or bottom right-hand corner of the notice
- No notices should be larger than A4 size
- NO staples, paste or glue to be used, only drawing pins
- No political notices at any time, except for the official election notices
- Any “ongoing” event can only display a notice for a maximum of 6 weeks out of 6 months
- Notices for personal gain, e.g. garage sales, are not allowed; such notices will only be permitted if all profits are going to a named charity
- The Clerk to the Council is authorised to take the final decision on any particular notice, liaising with the Chair of the Council if he feels it is necessary
- If noticeboard is full, please contact the Parish Council as notices obstructing other notices or pinned at the bottom or on the legs of the board will be removed