



PENRYN TOWN COUNCIL

Community Noticeboard Policy

The provision of a community noticeboard is not a statutory duty of Town and Parish Councils, however, Penryn Town Council recognises the benefit of such a facility to its residents and provides a noticeboard for community posters to be displayed outside the Temperance Hall in Lower Market Street. The Town Council also has a small formal noticeboard outside its offices on Saracen Way which is reserved for official Council notices only. In addition, the Town Council displays posters in its offices relating to the business of the One Stop Shop and town events directly supported by the Town Council. There is limited space on the community noticeboard and as it is not possible to accommodate every request to display a poster, this Policy has been drawn up to provide a clear and transparent guideline on how posters will be displayed.

1. Posters will not be displayed which advertise business activities with the exception of those which advertise activities held in the Council's halls.
2. Posters will not be displayed which advertise events outside the Parish of Penryn with the exception of free or charity events which are considered to be of benefit to the health and wellbeing of residents.
3. Posters advertising one-off events will not be displayed more than two weeks before the date of the event and may be removed immediately after.
4. Posters advertising ongoing events or community groups and activities will be displayed on a strict rotational basis depending on the space available.
5. Posters larger than A4 cannot be displayed.
6. Community groups wishing to advertise activities or services in the Town Council offices should provide A5 flyers which will be placed in the leaflet dispensers.
7. All events posters will be also be posted on the Town Council's calendar of events.