

Bacton Parish Council

Noticeboard Policy

Adopted: 12 January 2026 **Minute reference:** 120126/70

The purpose of the policy is to provide guidelines for the use of Parish Council community notice boards and the material which can be displayed. The objective of the policy is to facilitate the provision of community information of interest to the residents and visitors of the Parish of Bacton.

Parish Councils are required to maintain a noticeboard for statutory notices to be published and other notices to be displayed. This policy outlines the proper use and maintenance of noticeboards in the parish.

Community notice boards are the property of Bacton Parish Council and are currently located on Shop Green, Broad Road opposite the Chapel and on the Village Hall (road facing).

The Parish Council has the right to deny the posting of any information that does not adhere to the following guidelines:

- Only notices publicising activities and events or statutory public documents of non profit, non-political organisations may be posted.
- Notices must publicise activities or events that are occurring within the Bacton Ward of Parishes and specific relevance to the community.
- Information to be displayed in a language other than English must be accompanied by a brief summary of the information provided in English.
- The organisation responsible for issuing the notice must be clearly visible on the notice.
- The Parish Council reserves the right to remove any notice it considers inappropriate.
- The notice must be attached by the use of drawing pins only – no staples permitted.

The Parish Council takes no responsibility for the accuracy of notices placed on the notice board.