



## CRICKHOWELL TOWN COUNCIL NOTICEBOARD POLICY

1. Crickhowell Town Council owns and operates four noticeboards located next to the bus stop, outside the Clarence Hall, and two in the Castle Grounds. This policy is designed to offer guidance on what material we accept and the appropriate noticeboard in which to display it. There will always be some exceptions to these guidelines but, taken broadly, they detail and establish what is best practice for noticeboard usage.
2. Aesthetically, we are very aware that nothing looks worse for town centres than noticeboards overflowing with posters or with outdated information. In recognition of this, due diligence will be needed to curate the noticeboards carefully. In the short term, the Clerk of the Council, Clare Beatty, and Councillor Michael Goodman will place, remove, and exchange posters regularly (once a week, for example, depending on need), until a more formal noticeboard routine can be established with the other Town Councillors. As this is the first time the Council has had a noticeboard policy, it should be reviewed after six months to assess what has worked and what we could do differently.

The noticeboards should not be used for:

- Buying and selling items
- Anything against our mission or vision
- Promoting events outside of Crickhowell and the surrounding villages

During the first 6 months the Council will not charge for any groups to use these noticeboards. This will be reviewed at the first review point.

### **Bus Stop Noticeboard**

3. This noticeboard, located next to the bus stop shelter by Jehus Stores, divided into 3 panels, is all encompassing and is appropriate for a variety of purposes and needs. Here, for example, the Council should display long-form documents such as minutes from meetings, forthcoming agenda items or significant information pertinent to residents from Powys County Council. This is in recognition that residents waiting for busses will have time to read and comprehend information that they otherwise might walk past or quickly glance at. One of the panels will be for community groups to advertise their upcoming events or classes. It will



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also be used for Welsh Government and Brecon Beacons National Park public consultation announcements, such as the Crickhowell Place Plan consultations.

### **Clarence Hall Noticeboard**

4. This noticeboard, located on the wall of the Clarence Hall nearest to the Post Office is a single panel and should be used for general announcements relevant to the town or community organisations. Examples of this could be a volunteering opportunity, crucial information about flood prevention, or details about forthcoming consultations. Any information that is relatively short-form should be displayed here, while more extensive documentation should be placed on the noticeboard by the bus stop.

### **Castle Grounds Noticeboard - Dan-y-Castell chapel end**

5. This noticeboard is located to the south of the Castle Grounds recreation area by Dan-y-Castell chapel, and should be used to provide information on the flora and fauna in the Grounds.

### **Castle Grounds Noticeboard – Beaufort Street end**

6. This noticeboard is located to the north of the Castle Grounds recreation area by the entrance to the Grounds and should be used to promote activities or events primarily of interest to children, their parents, or elderly residents of the community. For example, a local organisation might be organising a forest walk aimed at children to engage with the natural world, or it might be used to advertise a forthcoming 'dementia café' or a Dial-a-Ride trip to an historical property.

### **Review and Amendment Record**

Version	Date of policy approval	Approved by	Summary of changes
1	21 March 2023	Crickhowell Town Council	First version of policy
2	September 2023	Crickhowell Town Council	
3			