

Noticeboard Policy

Introduction

Monmouth boasts a large number of noticeboards, some of which are officially owned and maintained by the town council, while some exist thanks to the initiative of local community spaces and shopkeepers. The purpose of these noticeboards is to keep the general public informed about all manner of activities, events and groups taking place in the town.

The town council believes that thriving noticeboards help to contribute to the town's overall well-being by keeping people up-to-date with what is going on in their town and local community, and offering them the opportunity to take part. We wish to encourage people to make use of Monmouth's noticeboards, as both viewers and contributors.

Locations

Shire Hall noticeboard is where all statutory notices will be displayed: some notices regarding the town council, such as minutes of town council meetings, must be displayed by law. The statutory noticeboard is maintained by the clerk's office.

The town council also contributes to the following noticeboards:

Osbaston - near to the Junior School gates
Drybridge - on Kingswood Road
Overmonnow - outside King's Fee shop
Kingswood Gate - on the estate
Wyesham - on the outer wall of the shop

This is far from an exhaustive list of all the noticeboards in town.

Use

Currently, we maintain a mixture of different formats with some boards being accessible only by key. As this precludes spontaneous community use, in future - as and when a new noticeboard is needed to be replaced or repaired - the town council will favour open noticeboards or boards that have a locked half (for official council notices) and an open half which invite both easy access and responsible stewardship.

Authority and permitted uses

Official council notices

The council staff and ward councillors will have authority to display notices on the notice boards that relate to council business.

Official Notices include, but are not limited to:

- Election notices and results
- Casual vacancy notices
- Council meeting agendas and minutes
- Statutory notices relating to the annual audit
- Notices advertising the Annual Meetings
- The names, and contact information of members of the Town Council and the Town Clerk.
- Town Council meeting dates
- Town Council events

Community information notices

Members of the community and organisations will have the authority to display notices related to the community.

Community Information Notices include, but are not limited to:

- Notices from and for organisations and residents of MTC
- Notices from organisations outside the parish but being of interest to residents.

Additionally:

- We politely ask that all notices should contain the date of posting in the top right-hand corner, and should be removed when out of date.
- If not clear in the notice, it is helpful if the name and contact details of the writer are added to the notice
- Notices must be factually correct and must not be critical or offensive to any person or organisation.

Fly posting

No party-political notices or advertisements will be permitted. No notices or adverts related to commercial businesses will be permitted on council owned noticeboards. Council staff and ward councillors reserve the right to remove items from noticeboards that do not adhere to the above guidelines.