

Awsworth Parish Council

Advertising Banners and Signs Policy

Purpose of this Policy

Awsworth Parish Council receives requests from hirers of site facilities and the public for signs, posters or banners to be displayed on Council Property at The Lane Recreation Ground and Shilo Recreation Ground.

The Council recognises the need for effective publicity for local events, groups and activities, which are important to the life of the community.

The Council does, however, have responsibilities to ensure that such signs, posters and banners, are not distracting to traffic or detrimental to the appearance of the village.

This policy aims to provide guidelines which will ensure requests for display of signs are dealt with consistently.

General

The Town & Country Planning (Control of Advertisements) Regulations 1992 states that:

- No advertisement is to be displayed without permission of the owner of the site on which they are displayed
- No advertisement is to be displayed, which would obscure or hinder interpretation of traffic signs or cause a hazard to traffic
- Any advertisement must be maintained in a condition which does not endanger the public
- If an advertisement is to be removed, the site must be left in a condition that does not endanger the public or impair visual amenity

Signs, posters or banners **MUST NOT** include offensive, discriminatory or political content.

Requests

Posters

The Parish Council's noticeboards will prioritise council information, especially that which is legally required to display.

If you would like to display a poster (A5 or A4 only), please contact the Clerk to seek permission (clerk@awsorthparishcouncil.gov.uk / 0115 9441839). All posters will be considered and displayed if there is adequate space.

**This procedure was adopted by Awsworth Parish Council
at its meeting held on 8th September 2026**

Posters placed on noticeboards without permission from Awsworth Parish Council will be removed and disposed of.

Pop-up banners / A Frames

Pop-up banners and A Frames can be displayed during the duration of the hire period / session, as long as they are not blocking walkways, entrances and / or exits. The location of each Pop-up banner and A Frame must be agreed with the Clerk (clerk@awsworthparishcouncil.gov.uk / 0115 9441839).

Temporary Banners

Temporary banners can be displayed along the front railings for the duration of your hire period / session only and must be removed at the end of each session.

All banners must have safe and secure fixings. Awsworth Parish Council will not be liable for any injury, damage or obstruction caused to the highway users or pedestrians.

All banners must not damage the fence line or anything else, and they must be securely attached so as not to be easily blown away / come unattached.

Temporary banners **MUST NOT** be placed in front of the Parish Council noticeboard or where they will distract users of the highway.

If you want to display your banner for longer than your hire period, you must put in a formal request in writing (clerk@awsworthparishcouncil.gov.uk).

The maximum period for any temporary banner (if formally approved by Awsworth Parish Council) is 7 days.

Permanent Banners

Permanent banners are not permitted and will not be granted permission.

Removal

It is the owner's responsibility to remove banners at the end of the stated period. If it is not removed within 24 hours, then Awsworth Parish Council will remove and dispose of it and will not accept responsibility for the cost of replacements.

Any sign, poster or banner that is displayed without permission will be removed and disposed of and Awsworth Parish Council will not accept responsibility for the cost of replacements.

This document shall be reviewed at least once every three years.

**This procedure was adopted by Awsworth Parish Council
at its meeting held on 8th September 2026**