

DATCHET PARISH COUNCIL



BANNER & ADVERTISEMENT POLICY

Policy adopted by resolution	08th April 2024
Minute Ref	23/241b
Next Review Date (Every 2 years)	May 2026
Policy re-adopted by resolution	
Version 1	

Document Revised on	Revision Tracking



Introduction

Datchet Parish Council has adopted this policy to facilitate members of the public if they wish to advertise on Council land and assets.

This policy relates to the administrative area covered by Datchet Parish Council only.

Locations

The only locations permitted for Banners, T-boards and Flag board signs relating to the policy are on land under the ownership and management responsibility of Datchet Parish Council.

For the purpose of this policy this includes:

- **Banner Poles located on Memorial Green in the centre of the village**
Banner Size (W x H) 3580mm x 915mm
- **Banners attached to the Tennis Court Fences (Maximum 2 banners)**
Banner size (W x H) 2200mm x 610mm
- **T-boards and Flag board sign locations must be agreed with Lead member of Events, Lead member of Grounds and the Clerk**

The following guidelines have been agreed by Council:

1. The Council will permit banners and signs on any of the aforementioned sites on the condition that they cause no obstruction or safety concern for members of the public, staff or contractors.
2. The Council will permit banners and signs which are advertising events and activities in the parish of Datchet only.
3. The Council will permit banners and signs to be displayed by community groups, charities, public sector organisations.
4. The Council will not permit banners and posters to be displayed by private sector or commercial businesses.
5. The Council will not permit political, religious or inflammatory material to be displayed on our assets, nor will we permit posters advertising the activities of local pressure groups.
6. The Council will not permit advertising which is sexual in nature, promotes or is associated with illegal activity or what may be considered inappropriate or offensive.
7. All persons and organisations wishing to display a banner or poster must apply to the Council a minimum of 4 weeks in advance.
8. Applicants or the Council may be required to check whether any planning consents or other consents are required.
9. All persons and organisations must submit a draft of the advertisement they are proposing to display a minimum of **3 weeks in advance**.
10. The Council reserves the right to reject or request that the proofs be amended should this be required.
11. Applicants must agree in advance with the Council the location for all advertising.

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12. The Parish council will organise the installation and removal of any banners on memorial green.
13. The applicant will organise the installation and removal of any T-board and Flag board signs in consultation with the council.
14. The Parish Council will only permit signs and banners to be in place for a maximum of 21 days. This is to ensure that the Parish remains neat, tidy and not cluttered.
15. It is the applicant's responsibility to monitor the signs and banners to ensure that they remain in situ. The Council will not replace signs and banners.
16. The Council may remove and dispose of advertisements should they present a danger to the public, and or become unsightly, damaged or become unstable and loose.
17. Any damage caused to the Council's assets through the implementation of this policy by an applicant will in most cases result in the applicant being liable for such damage and the costs of repair.
18. **The Parish Clerk, after consultation with the Lead member of Events and the Lead member of grounds, is given delegated powers to grant permission for those events deemed by them to be within the acceptable criteria.**

If you would like to display a banner on land under the ownership and management responsibility of Datchet Parish Council, please contact the parish office

Clerk@datchetparishcouncil.co.uk

A handwritten signature in black ink, appearing to be 'A. J.', written over a horizontal line.

The Clerk

Date: 08th April 2024