



Calstock Parish Council

Tamar Valley Centre, Cemetery Road, Drakewalls, PL18 9FE

Clerk: Clare Bullimore, Tel: 01822 748847 email: clerk@calstockparishcouncil.gov.uk

Parish Council Noticeboard Provision Policy

1. Purpose

This policy sets out the Parish Council's approach to the provision, maintenance, and management of physical noticeboards within the parish to ensure compliance with statutory requirements and effective communication with residents.

2. Statutory Requirement

Under the Local Government Act 1972, councils have a legal duty to place *some* statutory notices on a noticeboard within the parish. There is no obligation for the Parish Council to purchase and maintain a noticeboard in every settlement. To do so would be a financial burden to the Council as good quality, weatherproof boards can cost between £800-£2000. There is also the ongoing maintenance costs and time to consider.

Therefore, the Parish Council will maintain at least one official physical noticeboard within the parish for the display of all statutory notices as required by law (Local Government Act, 1972).

3. Additional Noticeboards

Additional noticeboards may be provided at the Council's discretion based on the following criteria:

- Population size and settlement distribution
- Accessibility and footfall in the proposed location
- Availability of funding and budget considerations
- Offers of community support for maintenance and management

4. Alternative Communication Methods

The Council recognises that physical noticeboards are one of several communication channels and will also maintain:

- An up-to-date website with relevant notices and information
- Social media platforms for timely updates
- Support for community-run noticeboards, including electronic provision of Council agendas and notices

5. Funding and Maintenance

- The Council will cover costs for ward-based noticeboards including purchase, installation, and maintenance.
- Additional noticeboards may require full or partial funding from local community groups or external grants. Community groups can follow the Grant Application Procedure and complete an application form. The Finance and General Purposes Committee review funding requests at its quarterly meetings in April, July, October, and January.
- Maintenance responsibilities may be shared with community partners where appropriate.

6. Review

This policy will be reviewed every three years or as required to reflect changes in legislation, technology, or community needs.

Date: 14-04-2026