

PONTROBERT RECREATION ASSOCIATION POLICY DOCUMENT

POSTERS, NOTICE BOARDS AND DISPLAYED MATERIAL

INTRODUCTION

The policy relates to posters and information displayed in the Community Centre. Note that the notice board at positioned at the centre gate is in the ownership of the Local Community Council and not covered by the policy. Governance of the notice board and the areas displaying posters, on a daily basis, is part of the Committee Secretary's duties.

FOYER NOTICE BOARD

The foyer notice board is reserved for the display of the display of:

- The hall booking form.
- Hall Licences and Certificates.
- Committee minutes.
- Local Community Council minutes.

FOYER WINDOW

The foyer window is reserved for the display of posters and documents providing approved information to the community. Posters can be advertising events in the hall or other venues.

Posters permitted in order of priority are:

- Those advertising events organised by the Association committee.
- Those advertising events organised by affiliated organisations.
- Those advertising events and meetings organised by hall hirers.
- Those advertising events at other venues.

In the event there is conflict over space for posters in the foyer the secretary will use the order of priority to determine which posters remain displayed.

Posters not permitted:

- Those advertising services for hire.
- Those advertising goods for sale.
- Those displaying opinion.

Approved information includes:

- Official publications requested for display by the Welsh Office, Powys County Council and the Local Community Council.
- Official publications provided by Utility Companies that relate to changes to services, disruptions in services and disruptions for planned works that affect the community.
- Official publications provided by voluntary sector service providers.

THE MAIN HALL, SMALL MEETING ROOM AND COMPUTER ROOM

Supporting material displayed in these areas during events or meetings is at the discretion of the organisers. However it must be removed at the end of the event or meeting. Any displayed material of longer duration requires Committee approval.