



WETHERBY TOWN COUNCIL POLICY FOR SIGNAGE ON TOWN COUNCIL PROPERTY

SECTION 1

Community Events

The definition of a community event is that it is being run for the benefit of the town as a whole and is not raising money for specific causes. Examples are the Farmers Market/Dickensian Market, Thursday Market, Christmas Light Switch-On and Tour de France or similar event.

1.1 Banners

Banners are allowed to be placed on the following locations for not more than 14 days in advance of the event.

- a. Raby Park
- b. Bridgefoot
- c. Garden of Rest
- d. Town Hall side railings on the south side

The banners placed at locations b and c to be of a standard size 7ft long x 2ft deep and at location a and d these to be a maximum of 10ft long x 2ft deep. Banners at all locations may not contain sponsorship information at any location.

All banners must be removed within 1 day after the event.

NB. Renton & Parr may give permission for a banner to be erected across Church Street

SECTION 2

Charity/Fund Raising/General Events

The definition of a charity/fund raising event is that it is being organised to raise money for specific causes/charities. Examples would be Beer Festivals, Bentley Bark, Charity Coffee Mornings, Garden Parties and School Fetes etc.

2.1 Banners

Banners are allowed to be placed for not more than 14 days in advance on the side railings on the south side of the Town Hall.

As for 1.1 this to be a maximum of 10ft long x 2ft deep and may not contain sponsorship information.

Terms for posters to be erected in accordance with Leeds City Council's Flyposting on Street Furniture Policy.

Posters

The purpose of the poster is to inform the local community of the event. No wording must be used that advertises businesses or sponsors.

Posters to be a maximum of A4 in size and not more than one sign to be attached to each item of street furniture. However the same size and design poster, placed back to back, on one item of street furniture, in a mirrored fashion, would be classed as one sign. Signs must not be fixed to poles carrying mandatory traffic signals/signs so as not to conflict with permanent direction of regulatory signs. Posters may, room permitting, also be placed on the Notice Board in the Garden of Rest.

Posters must not be erected for more than 14 days in advance of the event date and must be removed within 1 day after the event.

NB. An officer of Leeds City Council may remove signs on the public highway under the auspices of The Highways Act 1980.

February, 2017