



ST LEONARDS & ST IVES PARISH COUNCIL

Policy for Advertising banners and signs on Council owned sites

Policy No: 4

The leases agreed with various tenants of Council owned land all specify that prior written permission must be sought from the Council before erecting signs and advertisements. The purpose of this policy is to regulate the number, size and appearance of such signs.

Tenants must submit a written request with artwork to the Council with sufficient time for it to go to a monthly meeting for approval.

The Council require all signs to comply with the following criteria:-

- Signs must be professionally produced
- Trade signs (ie those displayed whilst work is undertaken) should not be displayed for more than one month or the duration of the work being undertaken.
- Safe and secure fixings must be used
- Any installation of a sign should comply with basic health and safety and the tenant must ensure their insurance covers for any accident or damage caused should it come loose
- Signs will be limited to up to two signs up to a maximum square footage.
- Non flexible signs such as those made of metal, wood or hard plastic should have rounded corners and edges smoothed off
- Signs must be fitted within the area leased to that group and must not obstruct any access or other signage
- Signs must not be located where they will distract users of the highway
- Signs must be kept clean and in a state of good repair
- The final size, design and location is subject to the Parish Council approval.
- No illuminated signs

The Council reserves the right to remove signs which do not comply with the above criteria; are thought to be a safety risk or those which are erected without permission.