



Berwick upon Tweed Town Council

People and Communities
Committee

05 April 2022

Appendix A

Report of Projects Officer

Town Council Notice Boards

Access Public

Background

1. The Town Council currently owns 5 noticeboards for public notices required to be published by the Council. The boards are located at the entrance to Castlegate Car Park, North Road, Main Street Tweedmouth, Main Street Spittal and at Berwick Sports and Leisure Centre. The noticeboards were adopted by the Town Council after the dissolution of the Berwick Borough Council.
2. Legislation means that the Town Council have at least one conspicuous site to display required public notices.
3. The current 5 boards spend much of the year without specific function and are used to display a contact list of councillors. They are used annually for Remembrance Day and for elections or co-options when required. This information is also shared on the Council's social media and website.
4. The value of the noticeboards to residents is difficult to assess.
5. Members requested a review of the locations of noticeboards and how the boards are currently used.

Options

6. The Town Council's legal responsibilities for advertising notices could be fulfilled by utilising the window of the Council's new office on Marygate. The notice boards could then be repurposed to provide greater value to residents. The options before the committee are:
 - a) That the boards remain as is, or
 - b) That boards are repurposed and rebranded as community notice boards, carrying advertisement of local events. Local residents could then volunteer to maintain the boards and keep them up to date, thereby utilising the boards throughout the year. This volunteer led maintenance is currently in place for the three "non-council" noticeboards that the Council own that are updated by Beach Cleaning Groups and the Berwick Nature Trail.
7. Officers would not recommend using the Noticeboards in tandem with local groups as this would require officers to regularly review board content to ensure that no politically biased information be shared alongside Council materials.

Recommendation

1. The committee provides guidance to officers.

Author	JS
Checked by	SC
Town Clerk sign off (if required)	GD