



## **POLICY ON DISPLAYS AND ADVERTISING**

Langport Town Council has display space available in these locations:

1. The Langport Information Centre
2. On 5 official covered noticeboards around the town centre
3. On the railings outside the Town Hall
4. On the railings and gates around the Town Hall Undercroft.

### **1. Langport Information Centre (LIC)**

The purpose of the LIC is to provide information about, to advertise and to promote local events, attractions, services, community groups and their activities and local businesses, for the benefit of residents and visitors to the area.

The LIC is run by Langport Town Council and funding is provided in part by South Somerset District Council and by Huish Episcopi Parish Council. Any comments, suggestions or complaints about the LIC should be addressed to the Town Clerk.

### **2. Official noticeboards**

These official noticeboards are for the use of community organisations, charities and local groups for the purpose of advertising themselves or their events. We only display posters that are A5. They are not available for business or commercial advertising. These are administered by the Langport Information Centre. Anyone wishing to place posters in these noticeboards should discuss it with staff in the Information Centre.

### **3. Town Hall railings**

The Town Hall railings spaces are for the use of community organisations, charities and local groups for the purpose of advertising themselves or their events. They are not available for business or commercial advertising. They are administered by the Town Clerk. Anyone wishing to advertise on these railings must obtain the permission of the Town Clerk.

### **4. Undercroft gates and railings**

These are administered by the Town Clerk. If the Undercroft is let to a tenant, the gates and railings may not be available as advertising space to others. Anyone wishing to advertise on these gates must obtain the permission of the Town Clerk.

## **Charges**

There is no charge for advertising in these locations.

## **Terms and conditions**

Anyone seeking to display material in any of these locations must comply with the following terms and conditions:

*Advertising material must:*

- a. relate to activities or events taking place in the Langport area

- b. include the name of the organisation or individual responsible for what is being advertised
- c. be removed from open locations promptly after its relevance ends

*Advertising material must not:*

- d. contain anything that is politically partisan in nature.
- e. contain anything that is likely to cause serious or widespread offence.  
Particular care must be taken to avoid causing offence on the grounds of race, religion, gender, sexual orientation, disability or age.

The Town Clerk reserves the right to refuse or remove any advertising material which, in his opinion, is inappropriate.

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