



Policy on Display of Temporary Banners on the Town Hall

1. Banners only to be put up by the Town Council on permission of the Town Clerk.
2. Size of banner restricted to a maximum of 3m wide x 1m height.
3. Banners are displayed at the owners risk and the Town Council accepts no responsibility for damage to or loss of banners.
4. Banners will be displayed from 4 days before the event only and will be removed the next working day after the event or as soon as possible thereafter.
5. Ex – display banners not collected from the office within 6 weeks will be disposed of.
6. No repeat banner within 3 months (to avoid accusations of permanence).
7. Banners accepted for display:
Community and Charity events in Royston including on Therfield Heath
Examples:
May Fayre, Fun in the Park, Arts Festival, CADS pantomime, Kite Festival, Royston in Blue, School Fetes and Firework Displays. This list is not exhaustive.
8. No commercial advertising banners are allowed.
9. No automatic right to display banners.
10. The Town Clerk's decision is final.