PARADE NOTICEBOARD KEY HOLDERS

gurinder.jhans@crawley.gov.uk

Bewbush & North Broadfield Cllr Marion Ayling marion.ayling@crawley.gov.uk	07886 920815	Peterhouse Parade Cllr Kevan McCarthy kevan.mccarthy@crawley.gov.uk	07879 841570
Broadfield Cllr lan Irvine lan.irvine@crawley.gov.uk	01293 439503	Pound Hill South & Worth Cllr Alison Pendlington alison.pendlington@crawley.gov.uk	07342 079056
Furnace Green Cllr Duncan Crow duncan.crow@crawley.gov.uk	01293 888564	Southgate Parade Cllr Michael Jones michael.jones@westsussex.gov.uk	07944 578872
Gossops Green and North East Broadfield Cllr Chris Mullins chris.mullins@crawley.gov.uk	01293 511069	Southgate West Cllr Michael Jones michael.jones@westsussex.gov.uk	07944 578872
Ifield & Ifield West Cllr Jilly Hart jilly.hart@crawley.gov.uk	07788 327934	Tilgate Cllr Maureen Mwagale maureen.mwagale@crawley.gov.uk	07557 849286
Langley Green & Tushmore Cllr Sue Mullins sue.mullins@crawley.gov.uk	01293 511069	Three Bridges/Tinsley Lane/Gales Drive (four boards) Cllr Brenda Burgess brenda.burgess@crawley.gov.uk	01293 441204
Maidenbower Cllr Kim Jaggard kim.jaggard@crawley.gov.uk Cllr Bob Lanzer robert.lanzer@westsussex.gov.uk	07974 205104 01293 884789	Wakehams Green Cllr Kevan McCarthy kevan.mccarthy@crawley.gov.uk	07879 841570
Northgate & West Green (two boards) Cllr Gurinder Jhans	07468 709555		

Protocol for noticeboards

Who can place a notice?

- Posters and notices can be placed by local voluntary, community and charitable groups as well as by the council.
- Posters for events outside the ward, except Council sponsored town wide events, are usually not acceptable due to the demands for space.

How do I get a poster displayed?

- Please pass the notices to the ward councillor
- You can also pass on copies via the Town Hall. Please mark the posters for the attention of Hayley Thorne, Community Notice Boards, c/o Member Services, Town Hall, The Boulevard, Crawley RH10 1UZ (01293 438625).
- Please allow plenty of time to publicise your event. We cannot guarantee that a poster will be placed if it is received too close to the date of the event it is advertising.
- Our notice boards are very popular and we do our best to keep them up to date and remove out of date posters. Unfortunately space is limited and we cannot promise to display every poster received.
- During election time we are obliged by the government to place certain posters – these must take precedence over other posters during the election period.

What size posters do you take?

 A4 is the best size although we can fit A5 posters. We cannot display posters larger than A4 as they take up too much space.

If I hire a council venue can a display a poster?

• Only if there is space available. Hiring a Crawley Borough Council venue does not mean you have an automatic right to display a poster for your event.

Commercial events

 Fundraising and charity apart, unfortunately, we cannot display information relating to private enterprises or paid/profit making events or commercial advertising as space is limited.

Reporting damage

• If you notice that a noticeboard has been damaged, please contact Property Services on 01293 438232.

Suitability of material

• For advice on the suitability of material to be displayed, please contact Communications on 01293 438717.