



FLY POST REMOVAL POLICY 2019

Introduction

1. With effect from 1st April 2015, Haydon Wick Parish Council assumed responsibility for removal of fly posting on the highway or on public land, within the Parish.
2. Where the post is on private land Haydon Wick Parish Council will advise Swindon Borough Council by copy of letter at appendix 1.

It has been agreed with the Borough that Haydon Wick Parish Council will not enter private premises for the purpose of removal of notices. It is further agreed that Swindon Borough Council planning enforcement are committed to take action if the abuse on private land is not terminated.

Procedure

1. Where such posting is seen by employees, immediate action will be taken to remove the signs, and recover them to the yard in Blunsdon Road. Where such posting is reported by Councillors or members of the public, then action will be included in that week's work schedule at the earliest opportunity.
2. The sign will be recovered and any accessories such as cable ties etc will be removed and scrapped.
3. Before removal, the sign and its position will be photographed and the photographed filed with the date and location of the sign.
4. The sign will be marked by writing on masking tape secured on to the rear of the sign post or around any post – again date and location.
5. At the end of the days business, a list of removals will be provided to the Clerk together with photographs.
6. The Clerk will write to the owner of the sign in line with the draft letter at Appendix 2, with a copy to the Enforcement Officer, Swindon Borough Council.
7. Where the sign is on private land, the report from the Amenities Team will indicate the sign not removed, but location and photograph only will be supplied to the Clerk.

Memorial Signage/Flowers

Where tragedies occur on local streets, then the Council will take a more generous view of memorial flowers, placards, scarfs, etc. Each will be considered by Council on a case by case basis but generally live flowers will be removed after decline (2-3 weeks).

The Council will try to make contact with bereaved/ next of kin in order to establish what they would like to do in each matter.

Modest memorial ideas will not be treated as 'fly posting' unless left to decay and become unsightly.

Birthday tributes – bridges etc

These are banners, sheets, cardboard birthday wishes. Generally these will be managed on a case by case basis, but where they are erected on public highway, bridges etc, the Council will expect them to be removed after a maximum 5 day period. If they remain after that time, they will be removed and disposed of.

Exceptions

There may be cases where charities or for example a circus or travelling fair will post a banner or a sign for a short time and remove it afterwards. In these cases, Haydon Wick Parish Council can exercise discretion, subject to the duration prior to the event being no more than 14 days, and where the posting are removed in a reasonable period after the event.

Appendix 1

Dear _____,

Consistent with your local Council's 'Clean Neighbourhood' policy, it has been pointed out that there is commercial advertising, displayed within or on your dwelling or grounds.

You will be aware that any commercial signage requires a planning permission. In these circumstances it would be helpful if you could confirm either that the notice is removed, or you propose to make a planning application.

This will prevent the need for enforcement action.

Thank you for your help in this matter.

Appendix 2

Dear _____

I must inform you that as agent for Swindon Borough Council, an advertising board belonging to your company was removed from our public land at _____ by our Operative. A photograph is on file should you wish to see this.

This sign will be stored for 28 days in our yard prior to disposal. Whilst this constitutes 'fly posting' the Council does not intend to take further action unless reoccurrence of this makes such action necessary.

If you call the office on 01793 722446 between the hours of 10am – 4pm, we will make a suitable appointment for you to recover your property.

Thank you for your help in this matter.

Version Control Flyposting Policy	Georgina Morgan-Denn Clerk to Council	Adopted Full Council 15 th October 2019 (FC123.1 C)
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