

**BLYTH TOWN COUNCIL****14 May 2026****Decision Report – Cowpen Noticeboard****Recommendation that the Council:**

- **Approve the purchase and installation of one new noticeboard for the Cowpen ward**

**Proposed: Cllr B Erskine****Seconded: Cllr D Carr****Ward(s)**

Cowpen

**Risk Management**

There is £5k available in the Noticeboard Budget Recent (April 2026) costs sought indicate costs of approximately £1900 for a board able to display 9 A4 pages and installation costs of approximately £250. It is expected that this board would be similar.

**Objective**

Promoting the environmental, social, and economic wellbeing of the town and its community.

**Crime & Disorder Prevention**

Use of the board will be in line with the proscribed use of public noticeboards.

**Public Sector Equality Duty**

Whilst noticeboard design is fixed, the Council will have regard for the viewing accessibility of the noticeboard in terms of placement.

**Report**

A proposal has been received from Councillor Brian Erskine for a new noticeboard in the Cowpen ward. This will be used to promote local activities, council meetings and events etc.

While a suggestion for location has been put forward, this would need to be finalised in consultation with landowners. It is noted that the proposal outlines general criteria for suitable locations, such as highly visible, centrally located, good footfall etc, which would be key to the selection of the final location.

The council are therefore being asked to approve a new noticeboard with the location in Cowpen to be finalised later subject to these general criteria.

Design specifications are also to be finalised, but the proposal outlines some general requirements which are typical of the Council's noticeboards (weatherproof, lockable, clearly labelled). Size will be determined partly by the

location, and it is worth noting that planning permission is required for boards over 1.55m<sup>2</sup>.

Maintenance costs for this board will be undertaken by Blyth Town Council within the noticeboard budget previously approved.

**Hannah Jenner**  
**Principal Officer**  
**7 May 2026**

## **Appendix 1 – Proposal**

### Proposal for the Installation of a Community Notice Board

Location: Outside the Grounds of St Benedict's Church

Proposed by: Blyth Town Council

#### 1. Introduction

This proposal sets out a request for the installation of a community notice board positioned at the front of the grounds of St Benedict's Church. The notice board would serve as a shared public resource, allowing residents, community groups, charities, and local organisations to display notices, events, and information relevant to the Cowpen and wider Blyth area.

#### 2. Purpose of the Notice Board

The primary purpose of the notice board is to improve local communication and community engagement by providing a visible, accessible space for:

Local events and activities

Community group meetings

Church and charity initiatives

Council and public service notices

Volunteering opportunities

Neighbourhood information relevant to residents

This would be a non-political, community-led resource designed to strengthen local ties and ensure residents without regular internet access are not excluded from local information.

#### 3. Proposed Location

The proposed location is outside the front of the grounds of St Benedict's Church, a well-known and well-used community landmark. This location is suitable because:

It is highly visible to pedestrians and passing traffic

It is centrally located within the community

The church already acts as a hub for local activities and coffee mornings

The site is accessible to residents of all ages

Placement would be agreed in consultation with church representatives to ensure it does not interfere with access, services, or the appearance of the grounds.

#### 4. Design and Management

The notice board would ideally be:

Weatherproof and lockable  
Clearly labelled as a Community Notice Board  
Maintained to a tidy and respectful standard

#### Management and Oversight:

Blyth Town Council to oversee installation and long-term maintenance  
A simple set of usage guidelines displayed on the board  
Notices to be time-limited to avoid clutter  
No offensive, commercial, or inappropriate material permitted

Local volunteers or a nominated community representative could assist with monitoring content if required.

#### 5. Benefits to the Community

The notice board would deliver clear benefits, including:  
Increased awareness of local events and services  
Improved community cohesion and participation  
Support for voluntary groups and charities  
Reduced social isolation, particularly among older residents  
A low-cost, high-impact way of supporting community engagement

#### 6. Cost and Funding

The cost of a single notice board is expected to be modest. Options include:  
Full funding by Blyth Town Council  
Partial funding supported by grants or local sponsorship  
Installation assistance through council services

Exact costs can be confirmed following approval and specification selection.

#### 7. Conclusion

The installation of a community notice board outside the grounds of St Benedict's Church represents a simple, practical, and inclusive step towards improving communication and engagement within the local community. It aligns with the values of openness, accessibility, and community support and would be warmly welcomed by residents and local groups.

Blyth Town Council is respectfully requested to consider and approve this proposal.

Councillor Brian Erskine - Cowpen Ward Councillor.