

# Church noticeboards: practical advice on the content

- **Less is more**  
Remove as many words as possible. (Instead of 'There is a very warm welcome for all who come into this church' say 'Welcome' in a bigger font)
- **Who is your audience?**  
It should be not be the congregation.
- **What is its location?**  
If your noticeboard is near a road larger fonts and less text are better. If near a path walkers may stop and have time to read a little more. If your noticeboard is hidden then apply for a faculty to get it moved!
- **Prioritise content**  
What are the most important pieces of information you want to communicate? The church name perhaps (St Edmund's, Taverham – not: The Parish Church of St. Edmund King and Martyr in Taverham); the word 'Welcome'; Sunday service(s)?
- **Avoid unexplained logos**  
Don't use logos and symbols that are not understandable (see right).
- **8th Sunday of the 10th month**  
Does your audience understand the 1st Sunday, 2nd Sunday, 3rd... concept? Do they need to know one Sunday is Holy Communion and another is All-Age Worship? Can you say 'Main Sunday services at 8am and 10.30am'?

The Diocesan logo can be downloaded in various file formats at:

[www.dioceseofnorwich.org/logo](http://www.dioceseofnorwich.org/logo)

*N.B. A faculty is required to erect a new noticeboard. Replacements, on a like-for-like basis, require the permission of the Archdeacon.*



## Do include:

- The word 'Welcome'
- The Diocesan logo:



- Christian names
- Church website address
- Phone no. codes (01603)
- Blank space around text
- Sans-serif fonts:

AaBbCc

## Don't include:

- Excessive words
- Unexplained symbols/shields
- Postal or email addresses
- Middle names or letters
- Degrees & qualifications (MA, BTh, etc.)
- BLOCK CAPITALS
- The Church of England logo in addition to the Diocesan logo
- The old Diocesan logo/shield
- History of the church
- Serif fonts:

AaBbCc

# Church noticeboards: planning control and consent

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**A faculty is required to erect a new noticeboard. Replacements, on a like-for-like basis, require the permission of the Archdeacon.**

A church notice board is an 'advertisement' for the purposes of the Town and Country Planning Act 1990. In principle, therefore, the erection of a board accordingly requires consent under the Town and Country Planning (Control of Advertisements) Regulations 2007.

However, deemed consent is automatically granted by Regulation 6 for various advertisements in categories in Schedule 3 to the 2007 Regulations. These include (in Class 2C) signs relating to various religious, cultural and other institutions, including churches, which are therefore permitted without more ado – but only provided that certain limitations are complied with.

The maximum size of a sign granted deemed consent under this Class is 1.2 sq m – for example 1 m by 1.2 m – but this may be smaller than the principal sign outside a large city-centre church, which would thus require express consent.

No character, letter or symbol within it may be higher than 75 cm (or 30 cm in an area of special control over advertising), and no part of the advertisement may be more than 4.6 m above ground level (or 3.6 m in an area of special control).

In general, only one sign is allowed for each church – which may be anywhere on the premises. However, where a church has more than one entrance (for example, where it is at the junction between two streets) there may be up to two such signs, each complying with the above limitations - but each must be at an entrance.

In other cases, express consent would be required from the local planning authority (although where this is required the authority cannot control the wording of the sign but only its appearance, colour size etc).

In practice, authorities sometimes waive the requirement for express consent to be obtained for signs that exceed the relevant size limits, provided that they are suitable in all the circumstances of the particular case. However, to display a sign that has neither deemed consent (for example because it is too large) nor express consent is a criminal offence, and the planning authority has powers to bring about its removal. On the other hand an authority is, at least in theory, entitled to withdraw the deemed consent for a particular sign if it considers it offensive.

Note that there is no 'ecclesiastical exemption' from the need for consent under the Advertisements Regulations, although some planning authorities seem to think that there is.

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