

WPC.EC.26.02.05 – Purchase of New Noticeboards

Purchase of New Noticeboards

At the January parish council meeting the clerk reported the recent approval of Locality Funding from West Suffolk Councillor Sarah Pugh (Min. 26.01.8.4), awarded for the purchase of two new Parish Noticeboards.





The grant application is attached as Appendix A, and the full amount applied for (£1000) has now been received. The parish council will need to fund the cost of installation and any additional cost of noticeboards over and above the grant awarded.

The notice boards are intended to increase community engagement in outlying greens, and the two greens provisionally identified are:

- Clopton Green
- Attleton Green

Sites identified for each location are suggested at Appendix A.

In accordance with the Council's [Financial Regulations](#) (5.9) the clerk has sought 3 estimates of cost. A summary of options and costs is set out below:

Supplier	Model	Cost (plus VAT)	Notes	Image
Earth Anchors	Economy 9 x A4 Premium 9 x A4	£705.60 each £1195.20 each	H100 x W75cm Single Door with posts & header Green	
Boards Direct	Premium Post Mounted 9 x A4	£995 each	H100 x W75cm Single Door with posts & header Green	
Noticeboard Company	Tradition 30 External Post Mounted Noticeboard	£530.70 each	H1050 x W750 Internal Header Board Aluminium Delivery £10 each	
Office Boffins	WeatherShield Freestanding Outdoor Showcase with sunken posts	£651.95 each	H1031 x W780 No header board Green Free Delivery	

Powers:

- Local Government Act 1972, s.142 - Power for councils to publish information about the council, its services and the services provided in the area by other local authorities, government departments, charities or other voluntary organisations.
- Local Government Act 1972, s.111 – Ancillary Power

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Funding:

2025/26

£1000 grant funding received from West Suffolk Council – Locality Fund

Adjust budget at February full council meeting to apply against Parish Notice Boards (£250).

Community Engagement (£35.69)

Greens (£500.00)

Earmarked Reserves – Grounds and Asset Maintenance (£1650.00)

2026/27

Installation of Noticeboards – the clerk has checked, and it is expected that this work can be completed within one parish day

Grounds Maintenance (general) £1200 (2 parish days @ £600 plus VAT plus supplies)

Postcrete – 6 bags @ £6 plus VAT per bag - £36 plus VAT

The proposal is to purchase the signs in the current financial year and install them in the 2026/27 Financial year (post 1st April 2026)

Action:

- 1. Agree locations for proposed signs and undertaking for designated councillors to update with new information received and forwarded by clerk**
- 2. Clerk to check no limitations or restrictions on installation at sites chosen**
- 3. Agree a supplier of the noticeboards**

Recommendation:

- i. The Estates Committee purchase two parish noticeboards, at a cost of not more than £1500 plus VAT.**

Clopton Green



Attleton Green

