



SAFFRON WALDEN TOWN COUNCIL

Signage Policy

Version	Adopted Date	Minute Reference	Review Date
1	September 2016	A & S 055-16	October 2018
2	November 2018	A & S 511-18	October 2021
3	January 2022	A&S 006-22 No changes	October 2023
4	October 2023	A&S 113-23 No changes	October 2026

Signage Policy

Saffron Walden Town Council wishes to protect the natural environment and the simplicity of the street scene. The Town Council believes that surplus street furniture, including signage, can make an area difficult to navigate, unsightly and confusing. The Town Council further supports public use of open spaces.

The Town Council's general policy is therefore not to support the installation of additional signage of the like such as

“No ball games”

“Keep off the grass”

“No cycling”

There may be occasions and situations where it is appropriate to install additional signage as per the examples given and in this respect, the Town Council will reserve the right to judge each case on its own merit and to apply the most reasonable approach in considering whether to install any signage.

The installation of signage will therefore be the responsibility of the Assets & Services Committee (or any such committee which supersedes this in name or responsibility).

In the first instance, applications from residents for the installation of signs will therefore be refused unless health and safety requirements deem otherwise. Any such refusal may be appealed upon presentation of evidence and rationale of the request to the Assets & Services Committee whose decision shall be final. The Town Clerk may bring applications forward to the Committee for consideration if in the Clerk's opinion, it is appropriate to do so.