



Assets, Community and Environment Committee

Date: 1st September 2022

ACE012c - To consider the installation of a notice board at the cemetery

1. Introduction

Our Cemetery Registrar, Shayne Hilbourne, has made a request to the Parish Council to install a noticeboard in the Newbury section of the cemetery, to display the rules and regulations of the cemetery and any other relevant information.

The requirements are as follow:

- Dimensions: A2 size, single-bay 660mm wide x 868mm high (without header) with display dimensions 453mm wide x 682mm high that equals to 4 x A4 sheet size;
- With a header "Cuckfield Parish Council";
- It should be of a dark colour, oak or wood made to be in keep with the age of the cemetery;
- It should have a lock;
- It should have a magnetic backing;
- It should be vandal resistant and weatherproof.

2. Suggestions

I have considered 5 options, all of which almost meet the criteria outlined above. These quotes represent the basic A2 size single door noticeboard, in an oak/wood finish. Most can be customised with the addition of the header "Cuckfield Parish Council", though this will be an added cost reflected in the quotes obtained below.

Greenbarnes: https://www.greenbarnes.co.uk/shop/external-noticeboards/man-made-timber-noticeboards/4-x-a4-man-made-timber-noticeboard-ref-psn/	£954 + VAT +£157.63 for carriage
Greenbarnes: https://www.greenbarnes.co.uk/shop/external-noticeboards/oak-noticeboards/4-x-a4-oak-single-bay-external-noticeboard-portrait/	£1,002 + VAT + £97.58 for carriage
Earth Anchors: https://www.earth-anchors.com/product/oak-h75-x-w55cm-single-door/	£905 + VAT + £20 for carriage
The Acorn Workshop https://www.theacornworkshop.co.uk/noticeboards?qclid=EAlaIQobChMlqYXHtLKv-QIVyrTtCh3cCQntEAAAYASADEgKAuPD_BwE	£930 + VAT £50 delivery included in price

Shelley Signs https://www.shelleysigns.co.uk/products/church-signs-notice-boards/	£1,020 + VAT £85 for carriage
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Most quotes are only valid for one month, and therefore will expire shortly after the 1st September.

3. Recommendations

Based on the requirements and budget available, I would suggest the Earth Anchors noticeboard which would provide the most basic display or the Acorn Workshop noticeboard which would be made to measure and with all the requirements detailed above.

However, in terms of having a more attractive noticeboard I would suggest the Green Barnes Oak noticeboard or Man Made Timber, with the Parish Council name above. Green Barnes are recommended and appear to be well used by other Parish Councils.

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Date: 5th August 2022