



MEMORIAL BENCH POLICY

Siston Parish Council supports the needs and principles of allowing memorial benches within the parish and is mindful that these facilities are enjoyed by a wide range of people. Therefore, the Parish Council will ensure that the issue is managed and regulated for the mutual benefit of all.

It is the intention that the policy only covers broad common issues and is not meant to be exhaustive. The content of this policy will be revised as necessary to meet changing circumstances.

It should be noted:

- a) Except for the allotment site on Station Road, the parish council does not own any land in the parish. All requests for benches would in the first instance require the approval of the landowner.
- b) Due to the rural nature of the parish, consideration will be given to maintaining the natural beauty of the area and for this reason the maximum number of benches in the parish owned by the parish council will be no more than 40.

Benches

1. All applications for memorial benches should be requested in writing, stating the location required and brief synopsis of the person who is to be remembered and the significance of the location.
2. The donor will be expected to meet the cost of purchasing the bench and plaque(s).
3. The donor may be expected to arrange suitably qualified persons to erect the bench, which meet the parish council's approval and risk assessment requirements, including valid insurance and where this happens, the parish council must be informed of the day of the bench being put in place, and the name and details of the person undertaking the work.
4. Once erected, basic maintenance of the bench will become the responsibility of the Parish Council.
5. All benches will contain a plaque showing the parish council name and the number allocated on the asset register.
6. If major maintenance is required, the donor will be consulted and invited to meet/contribute towards the cost if a viable repair can be made. If repairs are not viable, the donor will be consulted regarding disposal or replacement.
7. The Parish Council reserves the right to remove any memorial benches that have been damaged and are in the view of the Parish Council beyond economical repair or have not been repaired within 4 weeks of notification to the donor.
8. The Parish Council accepts no liability for damage to any memorial bench from vandals, third parties or whilst the Parish Council carries out routine maintenance.
9. Benches will be of the type and colour specified by the Parish Council to be in
10. keeping with the intended location.
11. The Parish Council in line with the current maintenance regime for benches will maintain the plaque.
12. When the bench reaches the end of its natural life, the original donor will be contacted wherever possible, and asked whether they wish to purchase a replacement bench.

13. Any maintenance carried out by a third party will be in strict agreement with the Parish Council.

Plaques on benches:

1. The parish council does not permit plaques to be erected on existing benches.

Adopted 28th March 2024 Min Ref 255

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