

BROMPTON-ON-SWALE PARISH COUNCIL MEMORIAL BENCH POLICY

1. Introduction

Brompton-On-Swale Parish Council (The Council) recognises the wish of some residents and family members to remember loved ones with a memorial bench within the Parish Boundaries.

2. Objectives

The objectives of this policy are to:

- a. Be respectful and sympathetic to those wishing to place a bench in the Parish Boundaries
- b. Ensure that benches are sited appropriately
- c. Ensure a sensible number of benches are situated in the Parish Boundaries
- d. Ensure benches are of a common size and appearance
- e. Give The Council powers to remove and relocate benches where appropriate

3. Applications

All requests are to be made officially to The Council Clerk in the first instant
The design, size and any inscriptions must be disclosed at the time of the request

4. Details

- a. Benches must be of the type and colour specified by The Council to keep a consistent look throughout the Parish Boundaries
- b. All applicants **MUST** pay for the bench(s) in full prior to installation
- c. An estimate for installation costs will be obtained by The Council. This will be agreed (with the requestee) and charged after installation
- d. The Council will only accept memorials to individuals who have lived or have a special connection to the Parish of Brompton-On-Swale
- e. The Council will not accommodate memorials to deceased pets

5. Rights of The Council

The Council reserves the right to:

- a. Remove any memorial bench that has been damaged and is in the view of the Council beyond economical repair and/or in a dangerous condition where reasonable steps have been taken to contact the purchasers
- b. Relocate benches within the Parish Boundaries

6. Responsibilities of the purchaser

- a. The bench remains in the ownership of the purchaser
- b. It is the purchaser's responsibility to maintain the bench
- c. To order and purchase the bench from the supplier
- d. To pay installation costs in full

7. Disclaimer

The Council will not accept liability for damage to any memorial bench from vandals, third parties or whilst routine maintenance is being carried out.

Applicants should be aware that personal information given will be held and may be passed to other services of The Council so that you are provided with the best possible support.

This policy is subject to amendment at any time by The Council however a review will take place every 3 years.

Policy adopted at a Parish Council Meeting on Thursday, 9 January 2020

Chairman: Name:

Signature:

Date.....