

Begbroke Parish Council - Memorial Benches & Trees Policy

Introduction

Begbroke Parish Council (BPC) recognises the wish of some residents to remember loved ones with a memorial bench or tree. We are happy to consider requests, but it is important to remember that public land is enjoyed by a wide range of users and residents and that donations become parish council property on installation, maintained and insured by Begbroke parish council. The parish council complies with the provisions of The Parish Councils Act 1957 and some extracts are shown below.

<https://www.legislation.gov.uk/ukpga/Eliz2/5-6/42>

Having the power to provide seats and shelters in roads and to maintain them.

(1) Subject to the provisions of section five of this Act, a parish council may provide and maintain seats and shelters for the use of the public and cause them to be installed or erected in proper and convenient situations in, or on any land abutting on, any road within the parish.

6 Supplementary powers.

(1) A parish council or parish meeting may contribute towards—

(a) the reasonable expenses incurred by any person in doing anything which by virtue of the foregoing provisions of this Act that council or meeting has power to do; and

(2) Where before the commencement of this Act any parish council or parish meeting have provided anything which, after the said commencement, could be provided by them under any of the foregoing provisions of this Act, or where either before or after the said commencement any other person has provided any such thing, the parish council or parish meeting shall have the like power to maintain that thing as if it had been provided by them under those provisions.

Objectives:

This policy has been produced with the following guiding principles:

- To be respectful and sympathetic to those seeking to install a memorial.
- To be clear and easily understood by residents and users of public land
- This policy relates to all public land in the parish of Begbroke.

General

- a) All applications for a memorial bench should be made in writing to the to the Parish Clerk and be signed by the applicant that these conditions are agreed.
- b) That seats and benches are purchased from an approved supplier.
- c) Are empathetic to the installed environment in which they are placed.
- d) The council will attempt to accommodate the wishes of applicants but may limit the number of memorials in an area.
- e) Memorial benches must have a common appearance, style size and colour specified by the council in order to co-ordinate with other benches already situated.
- f) The applicant must pay for all memorials before installation.
- g) The council cannot accept responsibility if a memorial is damaged, vandalised or stolen.
- h) The council reserves the right to remove a memorial bench at any time.
- i) The council will normally only permit memorials to individuals who have lived in or have a special connection to Begbroke.
- j) The council regrets that it is unable to accommodate memorials to deceased pets
- k) If the bench is to be placed on grass it will usually be concreted in.
- l) The council will be responsible for arranging all installation work at the applicant's expense.
- m) Seats in Begbroke Lane must take account of the need for machinery to operate.
- n) The council, in accordance with its current maintenance programme, will maintain any memorial bench which will include painting in finishes decided by them,
- o) The parish council will place the seat on its asset register which is sent to our insurers.
- p) No additional mementoes, e.g. statues, flowers, wreaths, vases, etc. will be permitted on or around the bench.

- q) Scattering of cremated remains and burial of urns with cremated remains is not permitted.
- r) Only maintenance work authorised by the parish council will be permitted.
- s) Any memorial plaque must be in wood or brass (no colours) and simply state the name of the deceased and years denoting birth and death and must be subject to parish council approval
- t) Memorials benches/seats trees will be recorded on a register kept by the clerk

Memorial Trees

- a) Memorial plaques on trees will not be permitted.
- b) Memorials to trees will be recorded on a register kept by the clerk or some alternative measure such as graphically.
- c) No additional mementoes, e.g. statues, flowers, wreaths, vases, etc. will be permitted on or around the tree.
- d) Scattering of cremated remains and burial of urns with cremated remains is not permitted.
- e) Trees should be chosen to fit into existing planting schemes. A choice of trees and plants and their cost will be provided to the applicant.
- f) Non-native trees will not generally be supported and only those species agreed by the Arboriculture Officer of a higher local authority.
- g) The planting of trees may not be possible in some areas such as adjacent to the A44. Locations will need to be discussed with the Parish Clerk.
- h) The council will charge for the tree or plant and labour, at cost.
- i) The council will maintain the tree or plant in line with its current maintenance programme and arrange duty of care surveys as appropriate.
- j) The council will not be liable for the replacement of old or diseased plants or trees.
- k) Any replacements of memorial trees or plants will be the responsibility of the original applicant or successor and will follow the same process as the procedure within this Policy.
- l) The council have the right to remove trees – for example disease or safety issues.
- m) The council will only plant trees during the winter months, when they have the best chance of success.

Applicant

Name _____ **Address** _____ **Post Code** _____

E mail _____ **Telephone** _____

Please install a bench/tree according to the attached details. I will liaise with the clerk to organise purchase and installation. I agree to the conditions set out in the above policy.

Signature _____

Agreed on behalf of Begbroke parish council:

Name: _____

Signature: _____

Date project completed: _____