

Freshford Parish Council - Memorial Benches and Trees Policy

Overview

Freshford Parish Council welcomes proposals for memorial benches or trees in public open spaces owned or managed by Freshford PC, such as the Tynning and the cemetery, where appropriate opportunities exist. Trees can enhance the natural environment and benches can provide a welcome public amenity.

All requests will be considered on an individual basis and Freshford Parish Council will attempt to accommodate the wishes of the requester wherever possible. However, Freshford Parish Council may refuse or limit the number of memorials and will provide a reason if so.

1. General Process

- 1.1 All requests for memorial benches or trees should be made to the Clerk.
- 1.2 Once details have been confirmed these will be considered at a meeting of Freshford PC. Those submitting requests are encouraged to attend the meeting where the request will be considered.
- 1.3 Following the meeting, the Clerk will contact the requester to confirm the decision of Freshford PC or to clarify any points raised.
- 1.4 Following approval, the Clerk or a councillor will liaise with the requester regarding installation of the bench or tree.
- 1.5 Details of any proposed memorial plaques (wording and style) must also be submitted to Freshford PC, ideally at the same time as the request for a bench or tree is considered.

2. Benches

- 2.1 To ensure that benches are of a suitable type and to ensure a consistent visual approach, Freshford PC must give approval for: the bench style and materials, its location and base if necessary. Details of the standard bench preferred by Freshford PC can be provided.
- 2.2 Requesters of a bench will be expected to pay for the bench, base (if required) and installation.
- 2.3 Freshford PC is responsible for overseeing the installation of any new bench, for cleaning and maintenance and for insurance.

3. Trees

- 3.1 The type of tree must be a native species suitable for the area and Freshford PC must give approval for the type of tree to be planted. A list of preferred trees can be provided.
- 3.2 Requesters of a tree will be expected to pay for the tree, stake, guard and planting labour.
- 3.3 Newly planted trees may require initial maintenance and watering and requesters would be expected to arrange this.

4. Damage or Removal

- 4.1 Freshford PC accepts no responsibility if a bench or tree is damaged, vandalised or stolen.
- 4.2 Freshford PC reserves the right to remove benches or trees (including plaques) at any time if the Council considers it necessary.
- 4.3 If a bench or tree is damaged or if one needs to be removed Freshford Parish Council will try to notify the requester through their last known contact details. Those requesting trees or benches are asked to update the Parish Council with any changes to their contact details.