

SHIPDHAM PARISH COUNCIL  
Memorial Bench Policy

FURTHER INFORMATION

Shipdham Parish Council  
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## Benches

Applications for a memorial bench to be placed on Parish Council owned land shall be put to the Council.

A memorial plaque or engraving maybe attached to the bench, once the inscription is approved by the Council.

No other adornments or perishable items such as shrubs or trees, artificial flowers, windmills, solar lights, wind chimes, balloons, items made of tin/plastic/glass/brick or any other similar items as determined by the Council are allowed. The Council may remove any adornments without notice if deemed unsuitable.

The Council recommends that the bench owner takes out an "all risk" insurance policy against loss or damage including public liability. The Council shall not be held responsible for the safe keeping of benches, nor for any damage caused by winds, storms, inclement weather, vandalism or other factors outside the control of the Council.

## Installation of Benches

All benches shall be secured and properly fixed to the ground.

The Council reserves the right to remove without notice any item erected without the written consent of the Council or any other item considered by the Council to be a safety hazard or which impedes access or the carrying out of maintenance. The Council may recover any costs incurred from the bench owner.

All benches shall be maintained in a clean and tidy manner, and in a good and safe condition at all times and at the expense of the bench owner. The Council will take such action as deemed necessary to render safe any bench which in the Council's opinion is a hazard, and any costs incurred by such action may be recovered from the bench owner.

## Inspection of benches

The Council will periodically inspect all benches. If any bench is found to be in an unsafe condition, the Council will make it safe or take such other remedial

action to remove the danger as the Council thinks fit. The Council will take all reasonable steps to contact the bench owner before taking such action.

The bench owners shall be responsible for the cost of repairing or re-installing benches. Whilst the Council will endeavour to notify the bench owners of unsafe bench, if the owner does not repair the bench or fails to contact the Council about the repair within the requested time for action to be taken, then the Council may remove the bench.

Where necessary action has been taken in regard to any unsafe benches and the costs of repair or removal has been borne by the Council, such costs may be recovered from the bench owner.

In the interest of safety of its employees and the public the Council may remove without notice anything not complying with these regulations.

This policy was adopted by the Council at its Meeting held on 13<sup>th</sup> November 2023.