Kingskerswell Parish Council

Memorials Policy

Date: 15th May 2023
Version: 1.0
Agreed at Full Council Meeting – 22nd May 2023

Introduction

Kingskerswell Parish Council (KKPC) supports the principle of memorial installations within the open spaces it owns and controls but is mindful that these are shared spaces and therefore it is appropriate to manage and regulate such installations.

KKPC will consider applications for installation of memorials upon its land in accordance with this policy.

All applications should be made in writing to the Parish Clerk.

Memorial Benches

KKPC shall specify the type of bench to be installed to be in keeping with the intended location and the bench will be installed by the Council's contractor. The total costs to be paid by the applicant will be dependent on the type of bench and the type of fittings required and cover the complete cost of purchase, delivery and installation and will be agreed with the applicant.

KKPC will issue an invoice and payment shall be received prior to the purchase and installation of the bench.

One memorial plaque can be fitted to the bench of a style and design agreed between the applicant and KKPC. No additional mementoes e.g., vases, statues, flowers or wreaths shall be permitted on or around the bench.

KKPC will limit the number of memorial benches in particular areas so that they shall not detract from the prime purpose of the open space. Therefore, the size and location of the open space shall limit the number permitted. KKPC reserves the right to refuse applications on this basis.

Benches are expected to have a serviceable life of 10 years. After 10 years, unless the applicant requests otherwise and an agreement is made with KKPC, the plaque will be removed and may be collected, and the bench retained by KKPC as its own asset or disposed of. If the applicant requests the bench be removed and returned to them then all costs relating to the safe removal will be borne by the applicant.

KKPC reserves the right to remove any bench, which in its opinion is damaged or beyond economic repair.

KKPC accepts no liability for damage to any memorial benches, trees or shrubs from vandals, third parties or whilst the Council carries out routine maintenance.

KKPC will not grant applications for memorial benches to pets.

KKPC reserves the right to alter the position of benches and will not be liable should any other authority rescind permission for the bench to be sited on their land.

All fees are payable in advance.

Memorial Trees & Shrubs

Applications by residents for memorial trees and shrubs will be discussed and terms agreed on an individual basis. KKPC cannot guarantee that applications for memorial trees and shrubs will be successful.

Memorial trees and shrubs to be positioned to maximise the benefit and development of the area whilst attempting to accommodate the wishes of the applicant.

Once planted the tree or shrub will become the property of KKPC and KKPC will agree to maintain the tree or shrub for its lifespan.

Trees and shrubs will be planted by the Council's contractor.

One memorial plaque will be permitted of a style and design agreed between the applicant and KKPC. No additional mementoes e.g., vases, statues, flowers or wreaths shall be permitted on or around the tree or shrub.

The total cost to be paid by the applicant will be dependent on the tree/shrub type, size, plaque style and labour costs and will be agreed with the applicant.

KKPC will issue an invoice and payment shall be received prior to the purchase and installation of the tree or shrub.

KKPC will not be liable for the replacement of diseased or damaged memorial trees or shrubs.

KKPC reserves the right to remove any tree or shrub, which in its opinion is damaged or beyond economic repair.

KKPC accepts no liability for damage to any memorial trees or shrubs from vandals, third parties or whilst the Council carries out routine maintenance.

The Council will not grant applications for memorial trees or shrubs to pets.

All fees are payable in advance.

Status and Review

This policy was adopted by the KKPC at a meeting of the full council on 22nd May 2023. It will be reviewed periodically by KKPC. Date of last review April 2026.