



## **Sarratt Parish Council**

### **Policy and Procedures: Memorial Benches, Gates, Trees and other items donated in memory of an individual(s)**

#### **Introduction**

Sarratt Parish Council supports the needs and principles of allowing memorials on its greens and common land but is also mindful that these facilities have many uses and are enjoyed by a wide range of people. The Council will therefore ensure that the donation of a memorial is managed sensitively and regulated for the benefit of all.

This policy covers typical memorial items and potential issues but is not meant to be exhaustive. As such this policy is intended to act as a general guideline but may be adapted to meet specific circumstances and revised from time to time.

This policy will be made available to the general public and all applicants for memorials will be issued with a copy.

#### **Objectives of the policy**

To ensure Sarratt Parish Council is adopting a clear, objective and sympathetic approach to the management of its land and facilities, which will take account of the contrasting needs of a variety of users.

This policy requires that memorials are erected only following a request by the next of kin or Estate Executor. Further, memorials should have a common appearance to memorials of a similar nature, in terms of their style and size, are in keeping with the surroundings and location for the memorial and will not cause offence to others.

This policy also establishes responsibility for maintenance, repair and replacement. The Council, through this policy will endeavour to always offer the highest standard of service in undertaking its management and regulatory responsibility.

## **General**

1. All memorials should be paid for by the applicant on or before the completion of the installation.
2. Memorials will be positioned to maximise the benefit and development of the open space. The Council may limit the number or type of memorials in a particular area.
3. The Council accepts no liability for damage to any memorials from vandals or third parties.
4. The Parish Clerk shall notify the applicant in the event that a memorial has been damaged but is capable of economic repair.
5. The Council reserves the right to remove any memorials that have been damaged beyond economical repair.
6. The Council shall not be liable for the replacement of old or diseased trees, unless deemed dangerous to the public and a safety risk.
7. The Council will not grant applications for memorials to pets.
8. The number of memorials shall not detract from the prime recreational purpose of the area in which they are located. For example, the size and location of a given green space may limit the number of trees or benches permitted. The Council reserves the right to decide the number of memorials in a given area on this basis.
9. Benches, gates and other memorials will be of the type, materials and colour specified by the Council in order to be in keeping with the intended location.
10. No additional mementos e.g. vases, statues, flowers or wreaths etc, shall be permitted on or around the memorial.

**Reviewed and adopted: 9 April 2024**