

MEMORIAL BENCHES

Memorial benches can be placed in many South Hams parks and open spaces, to commemorate a loved one or allowing members of the public to make a dedication of their choice.

Description

Benches are approximately six feet long and include a back rail, where a brass plaque can be placed. Timber benches provided are from sustainable sources.

Bench Options

i) Coast and Countryside Seat
(Ideal for rural locations)



ii) Park Seat. Heavyweight Cavendish Seat
(ideal for towns and formal parks)



The Council may consider other styles of seats depending on locality.

Location

There is a wide range of locations across the South Hams and further details will be available on the website soon. However if you have a particular location in mind, please submit the application form and we will consider your request (only on South Hams District Council owned land). To download an application form please click on Memorial Bench. However, some of the existing benches can be refurbished and have a memorial plaque added and please click on Sponsor A Bench on the front page.

We are currently unable to add additional benches in Royal Avenue Gardens, Dartmouth or along The Embankment in Dartmouth.

Maintenance

New Memorial benches will normally remain on site for a period of ten years, after which time they become available for re-dedication by the Council. During the 10 year period the maintenance and reasonable repairs for the bench will be the responsibility of South Hams District Council and are covered in the initial cost.

Vandalism and Damage

If the bench is damaged beyond repair, the Council will remove it and will inform you of this. We will look to offer a replacement but this will be at the standard charge applicable at the time. The Council does not hold insurance cover for the damage, loss or destruction of benches.

Charges

The charge for donated memorial bench with effect from 1st April 2011 is £1,450 (including VAT) inclusive of the provision and installation of a bench, plaque and 10 year maintenance.

- Supplying a 6ft bench
- Brass Plaque and Inscription
- Base and Installation
- Contribution to ten year maintenance

The Council will invoice the applicant after the seat has been installed.

Waiting Time

Applications for memorial benches are processed all year round. On receipt of a request the Council will respond within 30 working days. Once an application has been approved it may take up to 10 weeks for the installation of a bench and plaque.

Conditions of Dedication

- Memorial benches are installed for a fixed term of ten years. At the end of the ten year period the Council will attempt to contact the seat donor and offer to extend the period based on the charge of the service of that time.
- The Council will try and accommodate the applicant's preference for the bench location. The Council reserves the right to refuse an application if the preferred location is unsuitable and to offer an alternative site.
- Once the seat has been installed it becomes the property of the Council. The Council then takes liability and responsibility for all maintenance requirements. No maintenance of any kind should be undertaken by the donor, their family or their representatives.
- At the end of the dedication term, and where it is not possible to contact the seat donor to offer to extend the period or where the seat donor chooses not to renew the donation, the Council will remove the memorial plaque and where reasonably practicable return it to the bench donor.
- The Council will not replace benches which are lost or damaged beyond repair. The donor of the seat will be notified if this is the case and **please notify the Council if your address or contact details change.**
- The brass plaque will be of a maximum size of 150mm x 60mm. The maximum number of words is 15.

APPLICATION FOR A MEMORIAL BENCH

Type of Seat Required (please tick)

- i) **Coast & Countryside Seat**
- ii) **Park Seat**

NAME

ADDRESS

.....Post Code.....

Tel No.E-mail.....

Preferred Location (Exact location subject to agreement with South Hams District Council)

Option 1.....

Option 2.....

Option 3.....

Plaque Inscription (please PRINT clearly and use BLOCK CAPITALS – Maximum 15 words)

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Signing this application form will indicate agreement to the **Conditions of Dedication**.

Signed.....**Print Name**.....**Date**.....

Please return/e-mail the completed application form to:-
Administration Office, Natural Environment and Recreation Team
South Hams District Council, Follaton House,
Plymouth Road, Totnes TQ9 5NE
Tel No. 01803 861234
Fax No. 01803 861478
E-mail – catherine.freston@southhams.gov.uk

Data Protection

Your information will be used for consultation purposes regarding your application and will be held securely by South Hams District Council. The Council may share the information with other officers within the council to ensure this service is delivered but only where this is essential to provide the service or if required by law.