

DRAYCOTT AND CHURCH WILNE PARISH COUNCIL MEMORIAL SEAT POLICY

1. INTRODUCTION

Draycott and Church Wilne Parish Council supports the needs and principles of allowing memorial Seats within the parish and is mindful that these facilities are enjoyed by a wide range of people. Therefore, the Parish Council will ensure that the issue is managed and regulated for the mutual benefit of all.

It is the intention that the policy only covers broad common issues and is not meant to be exhaustive. The content of this policy will be revised as necessary to meet changing circumstances.

2. LOCATIONS

Parish Council land only, on the following sites (subject to availability) St Chad's Water Local Nature Reserve, the Leisure Green, off Derby Road, Draycott Playing Fields and Draycott Cemetery.

3. POLICY – Terms & Conditions

3.1 All applications for Memorial Seats should be completed on the official request form and be signed by the applicant.

3.2 All Memorial Seats must be paid for by the applicant prior to the seat being ordered.

3.3 The Parish Council will limit the number of Memorial Seats in particular areas.

3.4 The Parish Council will notify the applicant in the event that the Memorial Seat is damaged. The applicant should ensure that the Parish Council is in possession of current contact details

3.5 The Parish Council reserves the right to remove any Memorial Seats that have been damaged and are in the view of the Recreation and St Chad's LNR Committee beyond economical repair.

3.6 The Parish Council accepts no liability for damage to any Memorial Seat from vandals, third parties or whilst the Parish Council carries out routine maintenance.

3.7 Seats will be of recycled plastic structure and prior to installation, the specification will be determined by the Council. The applicant will pay upon placing the order the costs to purchase and install the Memorial Seat, once installed, the ownership of the Seat will transfer to Draycott and Church Wilne Parish Council. See appendix 1 for the current price and specification. This includes a provision of a plaque and installation of the seat in the agreed location.

3.8 Memorial plaques fitted to Seats will be provided. The plaque shall be installed with non-return security screws by the council.

3.9 The Parish Council accepts no replacement liability for the plaque or the Seat at the end of its useful life and will dispose of any such Seat in an appropriate environmental way. Any replacements of Seats or plaques will be the responsibility of the original applicant at the current cost.

3.10 The Memorial Seat must be clear of floral / tributes or further personalisation.

3.11 The location of the Memorial Seat is to be agreed and approved by members of the Recreation and Saint Chad's Committee

Memorial Seat Application Form

Please complete, print and return to: The Clerk, Draycott and Church Wilne Parish Council, The Parish Rooms, Elvaston Street, Draycott, Derby DE72 3PY

Your contact details (Please supply your contact details below)

Name.....

Address.....

Telephone E-mail:

Location of the Memorial Seat

I would like my Seat to be placed in the following location;

.....

Location approved by Recreation and St Chad's Committee

.....

Memorial Plaque

Plaque to be in the name of

Please print your memorial message for the plaque below (for Council approval) A maximum of 50 letters can be included.

.....

.....

Agreement for a Memorial Seat to be placed in a Public Area for the natural life expectancy of the Seat between Draycott and Church Wilne Parish Council and

(Insert Name).....

This letter sets out the agreement that a new Memorial Seat will be placed at
Your Seat will carry a stainless steel memorial plaque as specified above.

Once installed, ownership of the seat will be passed onto Draycott and Church Wilne Parish Council. They will be responsible for the Seat for the period of its natural life (approximately 15 years). Once the Seat has reached the end of its natural life, the Seat and plaque will be removed. A request to purchase a new replacement Seat can be made at the appropriate time. The Council cannot guarantee against theft or vandalism and will not be able to replace either the Seat or plaque in this event.

I understand and agree to all the conditions above and enclose my cheque for £.....

Signed..... Date.....

Appendix 1

The current Price (2022) for a Memorial Seat is £685.00 including installation



For the specification of the Memorial Seat, please visit [Park Seat with Back \(recycledfurniture.co.uk\)](https://recycledfurniture.co.uk)

Memorial Plaque Information as supplied by the manufacturer

A laser etched, stainless steel memorial plaque with your choice of dedication can be supplied with this seat. It is ideal for outdoor environments and will keep its appearance for many years with minimal maintenance.

Laser etching offers greater flexibility for your message and can even include simple graphics. When you place an order, we will produce a computer visual that will be sent to you to ensure the wording is exactly how you want it. Once we receive your approval, your plaque will be engraved as quickly as possible. The ordering process usually takes 4-6 weeks from beginning to end.