CORBRIDGE PARISH COUNCIL

Memorial Policy

Introduction
Corbridge Parish Council recognises the need to allow memorial benches, trees, plants and similar memorials on land in its ownership or care. Therefore, the Parish Council will ensure the issue is managed and regulated for the 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 the policy will be reviewed regularly.

Memorials
Subject to there being a suitable location, Corbridge Parish Council can only allow the following types of memorials:

- Memorial tree with or without a plaque
- Memorial shrub with or without a plaque
- Memorial bench with a plaque

The Parish Council must approve the type of bench, tree or shrub.

The Parish Council reserves the right to refuse any application which it deems unsuitable.

Memorials will not be permitted for pets.

Wording on plaques must be approved by the Clerk or designated Councillor.

No additional mementoes e.g. vases, statues, flowers, wreaths, balloons, photographs or any other ornamentation shall be permitted. No scattering of ashes will be permitted.

Locations
Corbridge Parish Council can only grant permission for memorials on land owned or managed by the Parish Council.

Memorial Dedication Period
Memorials will remain in position whilst they remain in good repair. The Parish Council accepts no replacement liability for damage to any memorial from vandals, third parties or whilst the Parish Council undertakes routine maintenance.

Trees and Shrubs
The planting of memorial trees will only be carried out between November and March to ensure the most efficient growing conditions.

Tree guards will be required in most instances.

Benches
All costs or donations towards memorial benches must be paid in advance.

The Parish Council will notify the applicant in the event that a memorial bench is damaged or require repair. The responsibility and cost of repair will be for the applicant. The applicant must ensure the Parish Council is in possession of current contact details. Any repair by a third party will be in strict agreement with the Parish Council.

The Parish Council reserves the right to remove any memorial benches that have been damaged and are in the view of the Parish Council beyond economic repair or have not been

repaired within 6 weeks of the notification referred to above.

The Parish Council accepts no replacement liability for the plaque or the bench at the end of its useful life.

The Parish Council will notify the applicant in the event that a memorial bench needs to be relocated. The cost of relocating the bench will be covered by the Parish Council.

Only high quality, durable benches will be permitted. Benches must be installed on hard standing appropriate to the location of the bench.

Adopted by the Parish Council on 26th January 2022.

CORBRIDGE PARISH COUNCIL

Application Form for a Memorial Bench

Name of applicant:	
Address of applicant:	
Telephone number of applicant:	
Email address of applicant:	
Bench in memorial for:	
Type of bench requested: (For an example please visit https://marmaxproducts.co.uk	Please note: Prices quotes exclude VAT and this must be added to the total cost. ☐ ☐ ☐ ☐
Colour of bench requested:	Black Green Brown
Location for bench requested:	
Inscription to read:	

Upon receipt of the application form, the Council will assess the above and provide the applicant with a cost for the bench and plaque plus an additional cost for installation.

I have read and understood all the terms and conditions regarding memorial benches and accept them in their entirety.

Signed:……

Date:……..

Please send completed application to:
Corbridge Parish Council, The Parish Hall, St Helen's Street, Corbridge, NE45 5BE

Tel No: 07950 297634
Email: corbridge@ukpc.net