

TATTENHALL & DISTRICT PARISH COUNCIL

Long-Term Memorial Policy

Introduction

The Council receives occasional requests from members of the public who wish to plant a tree, place a memorial bench or other long-term memorial within a public open space which is the responsibility of the Parish Council. These are often places with which individuals or families have a particular connection or special relationship. There is no legislative requirement for the provision of public or memorial benches although it is accepted that they can provide a useful and valued public amenity.

This policy recognises the need for a consistent approach to the provision of memorials in public open spaces. As the Parish Council has limited resources, we will need to consider the future maintenance required for the item and items which are onerous to maintain or have a poor life expectancy will be avoided. In addition, opportunities to provide infrastructure for public benefit in different and new ways need to be maximised.

Policy Objectives

- To be respectful and sympathetic to those seeking to install a memorial.
- To be clear and easily understood.
- Balance the contrasting needs of open space users.
- Ensure that open spaces are not compromised, and their high-quality appearance is maintained.
- Establish the responsibility for the maintenance, repair, and replacement of memorial benches.
- Ensure the memorials are in keeping with their surroundings.

Policy

1. The Parish Council can only consider the installation of memorials on land for which it has responsibility or ownership.
2. Any items to be installed on land owned and managed by Cheshire West & Chester Council (CW&C) will require permission from CW&C, any items to be placed on a roadside verge will require a roadside licence from CW&C.
3. The Parish Council will consider long-term memorials including:
 - Benches and picnic tables
 - Trees
 - Other infrastructure which would be of benefit to the community e.g. gates, noticeboards.
4. Applications for Memorials should be made in writing to the Parish Council Clerk (email is acceptable) and should include the following information:
 - A description/drawing of the proposed memorial, proposed materials, location and wording which will be included on the memorial or plaque.
 - Confirmation that the person to whom the memorial is in memory was a resident of Tattenhall & District Parish Council area or the nature of their close connection to the area.
5. The Parish Council will not consider applications for memorials for pets.

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6. The applicant will be responsible for all costs relating to the supply and installation of the memorial and its future maintenance.
7. If the memorial is to be placed on grass in most cases it will need to be fitted to a concrete base which it will be the responsibility of the applicant to fund.
8. The Parish Council accepts no responsibility for the memorial being damaged, vandalised or stolen.
9. The Parish Council reserves the right to remove or relocate memorials at any time. Every effort will be made to contact the Applicant in either of these circumstances.
10. The Parish Council does not permit the interment or scattering of ashes within its recreation grounds and other open spaces.
11. The affixing of plaques to existing benches will not be allowed.
12. No additional mementoes e.g., statues, flowers, wreaths, vases etc will be permitted on or around the memorial.

Adopted: 6th September 2021
Date of Review: May 2022