

DORCHESTER PARISH COUNCIL

POLICY FOR MEMORIALS ON PARISH COUNCIL LAND

Principles – Residents may, from time to time, request that they place a memorial to a relative on parish council land. Whilst decisions on each request will be made by the PC, we are in principle supportive of such requests provided they confirm to the framework below and there is space for the proposed memorial.

What	Trees	Benches
Where	Recreation Ground only	Recreation Ground, Cemetery, Allotments
Whom	On behalf of a resident or former resident of the parish.	
Process	Applicants will liaise with the Clerk regarding their precise proposal. The Clerk will send a Memorial form for completion then the proposal will be put to the PC for a decision.	
Cost	Applicant will be required to cover the cost of sourcing and installation. Applicants will make a contribution of £200 to the PC to cover long term management costs (uprated by the Clerk periodically to reflect increased costs). Hardship cases will be considered.	Applicant will be required to cover cost of sourcing and installation.
Ownership and management	The PC will assume ownership of the tree to ensure appropriate long-term management. The PC reserves the right to make such decisions as are necessary in the context of the management of its land and trees, including removal if and when required.	Benches will remain in the ownership and responsibility of the applicant including maintenance. It is the responsibility of the applicant to provide the Clerk to the Parish Council with updated details in writing. Failure to do so could lead to the memorial bench being removed without further notice. The PC reserves the right to remove, re-site or dispose of the bench as and when necessary.
Installation and maintenance	Species and location to be recommended by the Clerk in consultation with applicant (currently only space is against the Oxford Road hedge line).	Benches on the cemetery are subject to wider cemetery rules.

	Small memorial plaques at the base of tree would be allowable but not attached to the tree itself. Applicants will be responsible for the installation in accordance with Clerk instruction – the Clerk may agree to arrange installation at applicant cost. Applicants to be encouraged to take responsibility for nurturing the tree (eg watering in early years).	Benches on the allotments will be agreed with the allotment society. Location to be recommended by the Clerk in consultation with applicant. Benches must be of good quality to ensure maximum life. Memorial plaques are allowed. Applicants will be responsible for installation in liaison with the Clerk. Applicants to be encouraged to take responsibility for maintaining the bench to maximise its life. The Parish Council will not be responsible for any maintenance of any memorial bench. The Parish Council accepts no liability for damage to any memorial bench or tree from vandals, third parties or whilst the Parish Council carries out ground works in proximity to the bench. The Parish Council accepts no replacement liability for the plaque or the bench at the end of its useful life and will dispose of any such bench. Any replacements of benches or plaques will be the responsibility of the original applicant.
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Agreed PC Meeting 26th February 2025 to be reviewed as required.