



# *Fremington Parish Council*

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## **Policy for Benches at Griggs Field**

1. All requests for a bench to be installed at Griggs Field must be submitted on the enclosed application form and sent to Fremington Parish Council at the above address for consideration by the Parish Council.
2. All requests must include the proposed location, specifications of the bench, including a photograph or drawing, and a copy of the inscription if applicable.
3. Fremington Parish Council will give consideration to each request but is under no obligation to approve all requests.
4. Fremington Parish Council may negotiate the proposed location or details of the specification of the bench with the applicant before granting approval.
5. All benches must be of a sustainable source and/or metal cast. All plaques must be brass.
6. Installation of the bench will be undertaken by Fremington Parish Council's approved contractor, the cost of which will be recharged to the applicant.
7. The applicant is required to pay all costs including purchasing of the bench, installation and any other ancillary costs.
8. Once the bench is installed at Griggs Field it will become the property of Fremington Parish Council and covered by the Parish Council's Public Liability Insurance. The Parish Council reserves the right to repair, make safe, or remove any benches which have become unsightly or dangerous.
9. Fremington Parish Council will keep a record of the applicant and their contact details in accordance with the General Data Protection Regulations. It is the responsibility of the applicant to provide the Clerk with updated details in writing. Failure to do so could lead to your bench being removed without further notice.