



BENCH POLICY FOR THE VILLAGE GREEN

Date of Review	Change Description	Minute No.

Policy for Benches at The Village Green

1. All requests for a bench to be installed at the Village Green must be submitted on the enclosed application form and sent to Fremington Parish Council for consideration by the Parish Council.
2. It is the responsibility of the applicant to ensure all relevant permissions is sought.
3. All requests must include the proposed location, specifications of the bench including size, material and should include a photograph or drawing, and a copy of the inscription if applicable.
4. Fremington Parish Council will give consideration to each request but is under no obligation to approve all requests.
5. Fremington Parish Council may negotiate the proposed location or details of the specification of the bench with the applicant before granting approval.
6. All benches must be of a sustainable source and/or metal cast. All plaques must be brass.
7. Installation of the bench will be undertaken by Fremington Parish Council's approved contractor, the cost of which will be recharged to the applicant.
8. The applicant is required to pay all costs including purchasing of the bench, installation and any other ancillary costs.
9. Once the bench is installed at the Village Green 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.
10. This policy will be reviewed every 3 years.



Fremington Parish Council

The Beechfield Centre, Beechfield Road, Fremington, EX31 3DD
Telephone: 01271 321063
E-mail: admin@fremingtonparishcouncil.gov.uk
Website: www.fremingtonparishcouncil.gov.uk



Application for Installation of a Bench at Fremington Village Green

Please complete all sections

Name and Address of Applicant:.....
.....
.....

Tel No: Mobile No:

E-mail:

Description of Bench (please include measurements of bench, material and company supplying the bench)
.....
.....

Is there going to be a memorial plaque on the bench?

Yes No

If yes please give details of the inscription and material of the plaque.

.....
.....
.....

Please describe the proposed location for the bench.

.....
.....

Have you provided a photograph/plan of the bench, plaque (if applicable) and proposed location?

Yes No

I have read and agree to comply with the Terms and Conditions as set out in Fremington Parish Council's Policy for Benches at the Village Green.

Signed Date

Benches are not permitted to be installed until the request has been approved in writing by Fremington Parish Council. The Parish Council would strongly advise not purchasing a bench until permission has been granted.

Please return the completed form to admin@fremingtonparishcouncil.gov.uk or Fremington Parish Council, The Beechfield Centre, Beechfield Road, Fremington, EX31 3DD

Data Protection: by signing this form you are giving consent for Fremington Parish Council to use and process your details in accordance with the Data Protection Act 2018. The information you provide will not be shared with any other local government department without contacting you first.