



Valley Community Council

BENCH SPONSORSHIP POLICY

Reviewed: 21/05/2025

Approved: 21/05/2025

Benches are available to donate to the council in order to commemorate a loved one or allow members of the public to make a dedication of their choice. Donated memorial benches can be placed in Valley Community Council's owned or managed open spaces.

These are:-

Parc Mwd Community Park

Play area adjacent to Valley Community School

Ynys Wen (maximum of four benches in the Cemetery at any one time)

The Council promotes sustainability and biodiversity and have adopted a rolling programme for replacement of all benches and all additional new benches to be of recyclable materials.

You may donate a new recycled bench, complete with a stainless-steel plaque with a dedication of your choice.

Third Party Bench Provision

Unfortunately, we do not permit third parties to provide their own benches for installation on Community Council land. There are several reasons for this.

- No guarantee of quality or longevity (Valley Community Council provides high quality benches, made to last and designed for public use).
- We endeavour to keep a uniform appearance to all benches in each particular site around the Village. If people start supplying their own benches, we will have different types of benches.

New Bench – Sizes and Costs

The standard recycled bench is 1.8m wide. The price includes a standard sized stainless-steel plaque, security fixed to the back rail of the bench. Cost. £910.00.

The charge for a donated memorial bench is VAT exempt and is inclusive of the provision of plaque, bench, installation and 10 years maintenance. The charge may alter from time to time as and when the council reviews its fees and charges.

The fee of £910 is required, in full, prior to your order being processed.

The fee covers the following:

- Supplying of the bench
- Stainless steel plaque and inscription. The standard stainless-steel plaque measures 63 x 152 mm. Length of inscription 5 lines or under with no more than 36 characters in any line. Inscription to be, provided, in typed print, at time of ordering. The Council does not accept any responsibility for any errors in the printing.
- Base and installation (if a base is not required then the appropriate amount relating to this will be deducted from the cost and re-imbursed)

Maintenance

New memorial benches will normally remain on site for a period of ten years. During this period the maintenance and reasonable repairs for the bench will be the responsibility of the Council the cost of which is included in the fee detailed above.

Vandalism and Damage

If the bench is damaged beyond repair, the Council will remove it. The donor of the seat will be notified if this is the case.

Waiting Time

Applications for memorial benches are processed all year round. On receipt of a request the Council will respond within 10 days of the next Council meeting. Once an application has been approved it may take up to 12 weeks for the installation of a bench and plaque.

Conditions of Dedication

Donated memorial benches are installed for a fixed term of ten years. At the end of the ten-year period, the Council will attempt to contact the seat donor and offer to extend the period based on the charge of the service at that time of renewal. If after ten years a new period is not entered into, the bench will be removed and be made available to the person who donated it if required.

The Council will try and accommodate the applicant's preference for the bench location. The Council reserves the right to refuse an application if the preferred location is unsuitable and to offer an alternative site.

Once the seat has been installed it becomes the property of the Council. The Council then takes liability and responsibility for all maintenance requirements. No maintenance of any kind should be undertaken by the donor, their family or their representatives.

The Community Council's open spaces are there for the enjoyment of everyone and as such are not considered to be "memorial" gardens. Therefore, floral tributes or any other memorabilia are not permitted to be left on or at seat locations. Any such items found will be removed by the Council.

At the end of the dedication term, and where it is not possible to contact the seat donor to offer to extend the period or where the seat donor chooses not to renew the donation, the Council may remove the memorial plaque and where reasonably practicable return it to the bench donor.

It is the responsibility of the donor to notify the Council if your address or contact details change.