

# *Chelmondiston Parish Council*

*www.chelmondiston.suffolk.gov.uk*

## **Memorial/Commemoration Requests Policy**

***Chelmondiston Parish Council*** will endeavour to accommodate Memorial/Commemoration requests where these do not conflict with planning and other considerations and will enter all requests onto a register. Requests are generally for furniture (seats and picnic tables) and/or plaques. Other requests will be considered by the Parish Council. Once a request has been agreed, the Parish Council will purchase the product with the donation money given.

The Parish Council will then be the owner of the property and will cover the insurance (except where the Playing Field Committee becomes the owner, see below).

***Pin Mill Common*** (registered as a Village Green).

No further furniture, other than that which is in situ in 2013, will be permitted to be placed on the Common. The replacement of furniture, when required, will be offered and discussed with those on the register in order of date of request.

***Chelmondiston Playing Field***

Requests will be discussed with the Parish Council and the Playing Field Management Committee. Either the Playing Field Management Committee or the Parish Council will become the owner of the property and it will be insured accordingly.

### **Street Furniture**

Requests for further seating or other forms of memorial/commemoration around the parish will be discussed with the Parish Council. Replacements, when required, will be discussed with those on the register in order of precedence.

*Adopted: 07/01/2014 Signed by Chairperson: Cllr D Cordle. Parish Clerk: Fran Sewell*

*Revised/: 07/04/2015*