

Hazlemere Parish Council Donate a Bench Scheme

The Donate a Bench Policy was adopted by Full Council at its Meeting held on 3 November 2015.

Introduction:

The Parish Council receives many requests for memorials and donations to create a focus for a memory of something or someone. Many of these requests are because a family member wishes to remember someone with a memorial or commemorate a birth, or a wedding.

Making a donation is a positive way of commemorating these events, and it helps the Council manage a special place for the benefit of all. Memorial and donation options include, seating, picnic tables, spring bulbs and interpretation signage.

The information below will help to answer any questions you have about how to proceed with your donation idea.

Procedure:

- **Initial Contact:** The initial point of contact for any enquiry relating to a donation request is The Clerk, Hazlemere Parish Council, Barn Lane, Hazlemere HP15 7BQ 01494 715548 hazlemere.parish@btconnect.com
- **Submission of forms:** Applicant to complete a submission of interest form with details about the request, location etc.
- **Approval:** The application will be assessed to determine the appropriateness of the request by the Full Council. If successful, a final cost will be provided with an expected time frame for delivery.
- **Enquirer:** To agree to terms and conditions, sign contract and provide cheque for agreed amount.
- **Completion:** The enquirer will be contacted prior to installation where possible and when the installation is complete a photograph will be taken for records and a copy sent to the enquirer.

Guiding Principles of donations:

- To be respectful, sympathetic and easily understood by the public
- To balance the sometimes contrasting needs of a variety of site users
- To maintain and enhance the high quality appearance of sites and not detract from their prime purpose.

Sites Included

The Dell Recreation Ground, Rose Avenue Recreation Ground and Hazlemere Recreation Ground and any other land owned by the Council.

Clerk of the Council

15 October 2015

Dedicate a Bench



Celebrate a birth, anniversary, achievement or someone's life in a unique fashion by dedicating a bench for that special person or occasion.

Choose the location you want in a park or open space. You can adopt an existing bench or have a new one made especially for the occasion.

Seat

Eco-Rest Seat is robust and economical with recycled slats and a sturdy steel frame. The Eco-Rest range comprises Enviropol® Material sections with two steel frame supports. All slat-fastening nuts have a tamper-resistant feature to prevent unauthorised removal of sections. Ground fixing is strongly recommended.

Design Features

Environmentally friendly recycled materials.

Weather-resistant - will not rot.

Integrally-coloured Black Enviropol® Material slats.

Vandal-resistant robust design.

Tamper-resistant fixings prevent removal of slats.

Supplied fully assembled for immediate use.

End supports: Mild Steel with Armortec® Coating.

Dimensions

Length: 1790mm.

Depth: 586mm.
Seat Height: 435mm.
Overall Height: 771mm.
Weight: 60kg.

The current price (1st April 2015) is £600.00 for a new bench, which covers the bench, the plaque and one year's maintenance. Plaques can also be added to some existing benches for £120.00. Prices are inclusive of VAT.

Please be aware that this process of dedicating a bench can take up to four months to complete.

Application Form: Donate a Bench

I am interested in:

- Purchasing a bench at a cost of £600**
- Adopting an existing bench**

Your details:

Title:

First Name:

Last Name:

Address:

Contact Telephone Number:

Email address:

Preferred location: Hazlemere Recreation Ground/Rose Avenue Recreation Ground/ The Dell Recreation Ground/ Other Open Space please name

Wording for plaque, if applicable:

Please send to:

The Clerk

Hazlemere Parish Council

Cedar Barn

Barn Lane

HAZLEMERE HP15 7BQ

hazlemere.parish@btconnect.com

01494 715548

November 2015