

HASSOCKS PARISH COUNCIL

To: Grounds and Environment Committee

Date: 17th September 2026

Contact for this report: Deputy Clerk

Subject: Agenda Item 7 – MEMORIAL BENCH REVIEW

4.1 Bench Donation Procedure Review. The purpose of this report is to ask members to consider and agree an update to our procedure should a member of public enquire about placing a bench in either Adastra Park or our Burial Ground.

Background

It's become apparent that there is a need to specify on the application form how long the Parish Council agree to be responsible for maintenance of any donated benches. Although benches are on our Asset Register, we cannot be responsible for them in perpetuity.

On the application form the following wording is proposed:

"The Parish Council agree to maintain the bench for a period of 10 years from the date of the agreement. After this date the cost of a repair or replacement will be the responsibility of the persons making the original donation. If, within 10 years the bench is vandalised beyond repair the Parish Council are not liable to fund a replacement"

Memorial Bench application & procedure Adastra Park (Appendix 4.1)

Memorial Bench application & procedure Burial Ground (Appendix 4.2)

OFFICER RECOMMENDATION: Members are asked to agree the wording on the application form.

4.3 Memorial Bench – Garden of Remembrance

In July a memorial bench with a plaque in the Garden of Remembrance was vandalised beyond repair. It is thought the bench was originally installed in 2017. The Deputy Clerk has been in touch with the family to inform them. They would appreciate having a replacement bench installed.



The full costs to replace the bench:

New bench: £365.00

Brass plaque: £35.00

Ground Anchors: £27.50

Delivery: £40.00

Installation: £70.00

Total: £537.50

There is the option to claim on our insurance for malicious damage, the insurance company have confirmed all the above costs would be covered, with a £250 excess.

Members views are sought:

- Would they like to claim on our insurance policy
- If so, would it be appropriate to ask the family to contribute towards the £250 excess.