



Memorial Bench Application Form Adastra Park

Name of Applicant:.....

Address:.....

.....**Telephone Number:**.....

Email Address:.....

Agreed Location:.....

(Further details can be provided overleaf if required)

Bench design: 5 ft Balmoral Sturdy Teak Park bench

Engraved brass plaque required? Yes/No* (delete as applicable)

Engraving as follows:

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

I have made a donation towards the provision of a memorial bench to be installed in Adastra Park.

Signed.....

Date.....

Approved by.....

Date.....

Cheques to be made payable to 'Hassocks Parish Council' or payment can be made by BACS to:

Hassocks Parish Council

Unity Bank. Sort Code 60-83-01 Account Number 20517654

Please use YOUR NAME as a reference.

Hassocks Parish Council

Memorial Bench Procedure Adastra Park

1. Memorial Benches can be installed in Adastra Park for a donation of £600. This donation will cover the cost of the purchase of the bench, a brass plaque (engraved) and delivery. Depending on location, a concrete base for the bench might be required, this will incur additional costs.

2. The agreed Memorial Bench design is a Cyan Balmoral 5ft Teak Park Bench. (Dependent on the area, a recyclable seat or wooden Monday group bench *could* be installed if this was deemed more appropriate by the Clerk and with the agreement of the family.)

3.



3. The location of a Memorial bench can be requested by those donating the bench with the approval of the Clerk. Office staff may wish to provide guidance of suitable locations. Benches can be installed as a replacement to existing seats which are requiring renewal, or in a new location with the approval of the Clerk.

4. Once a location has been agreed, a memorial bench application form needs to be filled in accompanied by payment to HPC.

5. The application needs to be shown to the Parish Clerk for approval. Once this has been given, the order can be placed with Cyan directly.

6. 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.

7. [Balmoral 5ft Sturdy Teak Park Bench – 1.5m \(cyan-teak-furniture.com\)](https://cyan-teak-furniture.com)

G&E 17.9.26 (reviewed)

September 2026