



**Parish Clerk**

King George V Playing Fields Pavilion  
Front Street, Framwellgate Moor, Durham, DH1 5BL

**07572 004256**

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## Seating Policy

From time to time members of the public will ask the Parish Council to allow them to place a seat, usually in memory of a loved one. The Parish Council can consider the siting of seats on land owned by the Parish Council, also on highway verges in consultation with Durham County Council.

There are already several seats in the Parish and the Parish Council would encourage the placement of planters or picnic tables in addition to or instead of seats.

This policy has been developed to ensure that all seats, planters and picnic tables approved by the Parish Council conform to the standard set out below.

Proposals for donations of seating, planters or picnic tables must be for a specific and identified area within the Parish and must be submitted to the Parish Clerk for consideration at a Parish Council meeting. If the donor's preferred site is not suitable, the Parish Council will offer an alternative if available.

The Parish Council will arrange for installation by one of its regular contractors in order to comply with current Health and Safety Regulations and to ensure uniformity. The cost of installation, previously agreed, will be borne by the donor.

The Parish Council do not have a list of preferred suppliers, however they would prefer seats, planters and picnic tables to be made from recycled materials. If the donor nominates a preferred supplier of the furniture, then this will be discussed and agreed or otherwise at a Parish Council meeting.

All donations must be fully funded by the donor and not incur future financial liability on Framwellgate Moor Parish Council. For this purpose, the Parish Council will charge a 'one-off' fee of £200 to cover maintenance and insurance for up to ten years.

Land for the siting of seats, planters and picnic tables is limited and the Parish Council reserves the right to refuse a request.

The donor is welcome to attach a small plaque to the seat/planter/picnic table. The size must not exceed 6 inches x 3 inches (150mm x 75mm). **The words on the plaque must be agreed with the Parish Council prior to the plaque being installed.** Nothing other than agreed plaques should be placed on seats/planters/picnic tables at any time. ie, no decoration, including flowers, mementoes or photographs.

The Parish Council reserves the right to remove any seat/planter/picnic table that reaches a state beyond economic repair. The Parish Council will make every reasonable attempt to contact the owner prior to removal of the furniture.

If there is a plaque on a seat/planter/picnic table that the Parish Council proposes to remove and the owner cannot be traced, the plaque will be placed in the safe keeping of the Parish Clerk.

The Parish Council reserves the right to relocate seats/planters/picnic tables if necessary and will make every effort to notify the donor prior to such relocation. It is the responsibility of the donor to keep the Parish Council informed of their contact address.

Memorials to pets will not be approved.

If an offer of seating/planting/picnic table is rejected, Framwellgate Moor Parish Council will urge the donor to consider supporting other projects in the Parish, such as planting bulbs, planting a memorial tree or donating to the Community Association or Youth Project.

Adopted June 2018 – to be reviewed annually in June