

Policy & Resources Committee

Date:	1 August 2017
Title:	Memorial Bench at Southern Road Recreation Ground
Contact Officer:	Cassie Pinnells, Community Services Manager

Purpose of this Report

1. To provide a verbal/written update regarding the installation of a memorial bench for Megan Biddle at Southern Road Recreational Ground as agreed at the Policy & Resources Committee meeting on 13 October 2015.

Update

2. The bench design as previously provided to the Policy & Resources Committee meeting on 13 October 2015 has not changed, however the base will now be a concrete pad and not a marble block, which will be less of a slip hazard.
3. The location of the bench has been revised to the open grass area adjoining Cuttle Brook Nature Reserve (see appendix 1). The move will ensure the bench will not require frequent cleaning by the Maintenance Team due to seasonal sticky tree sap and debris from the lime trees and will be a more pleasant asset to users of the park. The revised location has been agreed with a representative of the group.

Resource Appraisal

4. The estimated funding of £10,000 has been raised by the group to cover all financial requirements for the manufacturer and installation of the bench. The Bench will be formally procured by the Council and listed as a Town Council asset. The installation will be under the management of the fund-raising group representatives.
5. This is the first time the Town Council has approved a request for a memorial bench of such high value to be installed within the parks and it will require adding onto the Council's insurance at an annual cost of £50. Maintenance of the bench will be undertaken by the Maintenance Team at an estimated annual cost of £500. These costs (as agreed in October 2015) will need to be added to the relevant Council budgets following installation.

Risk Assessment

6. Planning permission is not required for the installation of the bench.
7. The contractor who would install the bench would be approved by the Council before commencement of work ensuring all required insurances and method statements are provided.
8. All Financial requirements such as insurance and ongoing maintenance will be incorporated through normal budgets.
9. The materials of the bench would be under warranty from the manufacturer.

10. If the bench has to be removed by the Council the family would be contacted as is normal practice.

Legal Powers: Local Government Act 1972, s139

Recommendation:

i) To note this report.