



Banstead Commons Conservators Memorial Bench Policy

Banstead Commons can hold a special place in the hearts of our local community and on occasions dedications have been requested to erect dedicated memorial benches on the Commons. The Conservators have a statutory duty to maintain and protect the integrity of the Commons for people and wildlife and have therefore introduced this policy to ensure dedication opportunities are available without comprising the natural beauty of the Commons.

Banstead Commons Conservators endeavour to manage dedications in a respectful and sympathetic manner.

Objectives of this policy

This policy has been produced with the following guiding principles:

- To adopt a consistent and respectful approach to the management of the scheme which considers the needs of all users of Banstead Commons.
- To provide clarity on the procedure and expectations of the dedication, including the responsibility for maintenance, repair, and the duration of the dedication.
- To ensure that dedications have a common appearance, style and size that is acceptable to the users of the Common and is appropriate for the location.
- To protect and preserve the appearance of Banstead Commons and ensure that there are restrictions on the available dedications on each site.

Benches

Memorial Bench dedications are permitted on all four sites of Banstead Commons. A preferred location can be requested but the final decision will remain at the discretion of the Conservators.

Benches are made by Banstead Commons Conservators using natural resources taken from the Commons.

The sponsorship of a dedication bench will cost £300 for existing benches and £600 for new or replacement benches; cost includes installation and will last for 10 years. Dedications will be fulfilled once the location is confirmed and full payment received.

Commemorative plaques can be added at an additional cost. The donor will be informed in writing once the bench is installed.



Terms & Conditions

1. Banstead Commons Conservators will not approve applications for the supply and installation of commemorative benches until a suitable site has been identified and full payment has been received.
2. Once installed, the bench will remain the property of Banstead Commons Conservators and made available for public use. There can be no guarantee that the donated bench will be available for use by the donor when visiting the site.
3. Commemorative plaques placed on the benches shall remain the property of the donor. Donors shall be responsible for all maintenance of their plaque(s). In the unfortunate event of vandalism the plaques may be replaced by the donor.
4. Commemorative plaques are the only adornments allowed on donated benches. Under no circumstances will any planting or other memorial around the bench be allowed.
5. Should the Banstead Commons Conservators consider, at its absolute discretion, that any bench has become vandalised beyond economical repair, or has fallen into such disrepair that it is no longer safe for public use, then Banstead Commons Conservators reserve the right to remove and dispose of the bench and shall not be obliged to fund a replacement.
6. Banstead Commons Conservators accepts no responsibility for the theft of any bench.
7. Banstead Commons Conservators reserves the right to relocate any bench should the original position become unsuitable in the future, but will endeavour to inform and consult with the donor before doing so.
8. Banstead Commons Conservators reserves the right to refuse any application at its absolute discretion.



Dedications request form

Contact details

Contact Name:	
Address:	
Email address:	
Contact number:	

Choosing a location

Preferred site: (Banstead Downs, Park Downs, Burgh Heath or Banstead Heath)	
Location: (where possible please provide grid reference or what.three.words)	

Commemorative plaque inscription

(approx. size 150mm x 80mm x 1 mm-thick plaque)

Line 1	
Line 2	
Line 3	
Line 4	
Line 5	

Please return to: BansteadCommons@aol.com