

Thorner Parish Council

Bench Policy 2020

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1. BENCH POLICY

Thorner is in the enviable position in that it is surrounded by open vistas across neighbouring farmland and that it has a large green, central to the village. This makes it a popular place for residents and visitors alike, to sit and take in the scenery. Added to this the attractive thoroughfare extending from Bramham Road, Church Hill, Main Street through to Sandhills, offer everyone the chance to stop a while and enjoy village life!

For many years Thorner Parish Council has undertaken, at cost to the Village, to place and maintain benches in a variety of positions around the village for the enjoyment of everyone.

A survey of benches (28December2019) identified a total of 34 benches in the parish of Thorner, including those in ownership of the Thorner Over 60's, within the confines of the local children's play area and Boules Area amongst them.

Not all of these are the responsibility of Thorner Parish Council and maintenance of these lies with the respective owners of such facilities. Thorner Parish Council does undertake from time to time to consider grants to applicants for repair or (in extreme cases) replacement.

Whole or partial costs towards replacement would be considered in such cases where vandalism or natural wear and tear has occurred.

A condition of this would be that the bench or benches had previously been regularly maintained by the responsible party and evidence could be provided of the right to site a replacement bench at that location.

Applications for funding must be made in writing to the Parish Council (c/o the Clerk via mail or email).

The Council claims ownership of the benches listed in this document, as of May 01, 2020. This includes benches previously purchased in collaboration with individuals under the Memorial Benches Scheme prior to April 30, 2020. All such benches will continue to be inspected and maintained per the following schedule (See 3. Below).

The benches appointed in memorial to individuals, prior to April 30, 2020 may be repaired and/or replaced at the discretion of Thorner Parish Council (as per claim of ownership). It is deemed that enough time has passed that full ownership and responsibility for maintenance has transferred to the Parish Council under the previous terms of the agreement in place.

Furthermore, memorial plaques or similar signage, may or may not be placed onto the replacement bench(es) at the discretion of the Parish Council. Decisions taken by the Parish Council will be recorded in the minutes of the meeting when a decision was made.

As of May 01, 2020, the Parish Council has decided not to continue the policy of placing memorial items on Millennium Green.

All reports of damage to benches covered by this policy must be made to the Clerk.

Mr Barry Riley

Clerk to Thorner Parish Council

E-mail; thornerparishcouncil@gmail.com

In writing: The Clerk c/o Thorner Parish Council, The Sub-station, Butt Garth, Thorner, LS14 3DA

2. POLICY ON MEMORIAL BENCHES

All requests for memorial benches, made after May 01, 2020, will be fully considered by the Parish Council with regards to this Policy. However, the siting of such a bench will be with due regard to the positioning of benches contained in this policy (3. Maintenance Schedule (incorporating Register of Benches owned by Thorner Parish Council). The siting of such Memorials will be considered on the main thoroughfare through the village of Thorner (where benches already exist) and on land owned or leased by Thorner Parish Council (except for Millennium Green).

Requests will be accommodated wherever possible, although currently there is limited need for additional benches within the parish. Consideration will be given to placement of a plaque on an existing bench.

Unapproved dedications i.e. plaques or placement of unapproved furniture will be removed and disposed of. If necessary, the Parish Council will undertake legal proceedings to recover the cost of disposal and any material repairs required including to the ground where such a bench is placed.

A bench, when a site is available, will be selected in consultation with the donor, and must be of a type and standard approved by the Parish Council. Similarly, plaques must be of a material and size approved in writing by the Parish Council.

In all cases, the donor will be expected to meet the full cost of purchasing the bench and/or plaque(s).

In consideration of the cost and legality of maintaining personal data ("donor" data including name and contact details, donation amount toward bench cost) Thorner Parish Council will not maintain information longer than is necessary for the purchase and dedication of a Memorial Bench. Once erected, maintenance of the bench will become the responsibility of the Parish Council.

The Parish Council reserves the right to remove and/or reposition a memorial bench at its discretion and without prior consultation with the donor(s) where necessary to maintain the bench and/or the ground upon which it is placed. Where possible the bench/plaque will be replaced in the agreed position. In rare cases benches, nearing the end of their life may be removed and placed in alternate sites prior to their disposal.

When the bench reaches the end of its natural life, the Parish Council will remove and may replace the bench (but not the plaque). Such benches will then be termed "undedicated" and made available for other memorial plaques in accordance with this policy.

All requests for Memorial Benches, including placement of Memorial Plaques must be made to the Clerk.




Mr Barry Riley





Clerk to Thorner Parish Council





E-mail; thornerparishcouncil@gmail.com





In writing: The Clerk c/o Thorner Parish Council, The Sub-station, Butt Garth, Thorner, LS14 3DA





3. MAINTENANCE SCHEDULE
(INCORPORATING REGISTER OF BENCHES OWNED BY THORNER PARISH COUNCIL)





	<i>Location</i>	<i>Construction</i>	<i>Routine Care and Maintenance</i>
1.	"Rose & Frank Goodman" – Sandhills	Sealed Brazilian Redwood. Black frame, Galvanised Bolts 	<ul style="list-style-type: none"> i. Trim back neighbouring bushes – October. ii. Sweep base and clear debris – April, July, October. iii. Check metalwork/ woodwork and base (including attachment bolts) for damage. iv. Review overhanging bushes April, July lightly trimming as necessary. v. Repaint metalwork/ refinish wood, 3- year cycle (2020-).
2.	Royal Silver Jubilee Bench - Gesling Hill	Sealed Brazilian Redwood. Black frame, Galvanised Bolts 	<ul style="list-style-type: none"> i. Trim back neighbouring bushes – October. ii. Sweep base and clear debris – April, July, October. iii. Check metalwork/ woodwork and base (including attachment bolts) for damage. iv. Review overhanging bushes April, July lightly trimming as necessary. v. Repaint metalwork/ refinish wood, 3-year cycle (2020-).
3.	Yolande Bennet - by Ford	Sealed Brazilian Redwood, black frame. Galvanised Bolts 	<ul style="list-style-type: none"> i. Trim back neighbouring bushes – October. ii. Sweep base and clear debris – April, July, October. iii. Check metalwork/ woodwork and base (including attachment bolts) for damage. iv. Review overhanging bushes April, July lightly trimming as necessary. v. Repaint metalwork/ refinish wood, 3-year cycle (2020-).




4.	The Fox Bus Stop - Main Street	Black frame, wood rail/plank 	<ul style="list-style-type: none"> i. Sweep base and clear debris – April, July, October. ii. Check metalwork/ woodwork and base (including attachment bolts) for damage. iii. Repaint metal work/ refinish wood, 3-year cycle (2020). iv. Repairs to tarmac – refer to LCC.
5.	Prospect Farm Bus Stop - Main Street	Pine/white wood, Black frame Galvanised bolts 	<ul style="list-style-type: none"> i. Sweep base and clear debris – April, July, October. ii. Check metalwork/ woodwork and base (including attachment bolts) for damage – April, July, October. iii. Repaint metalwork/refinish wood, 3-year cycle (2020 -). iv. Repairs to tarmac refer to LCC.
6.	Boules area - Main Street	Picnic table (Purchased 2019) 	<ul style="list-style-type: none"> i. Sweep and clear debris – April. July, October. ii. Check woodwork for damage – April, July, October. iii. Refinish wood, 3-year cycle (2021-). iv. Clean and point stone base, as required.
7.	Boules area - Main Street	Custom bench – sealed Timber 	<ul style="list-style-type: none"> i. Sweep and clear debris – April. July, October. ii. Check woodwork for damage – April, July, October. iii. Refinish wood, 3-year cycle (2021-). iv. Clean and point stone base, as required.

8.	Boules area - Main Street	Picnic table (Unknown age) 	<ul style="list-style-type: none"> i. Sweep and clear debris – April. July, October. ii. Check woodwork for damage – April, July, October. iii. Refinish wood, 3-year cycle (2021-). iv. Clean and point stone base, as required
9.	Boules area - Main Street	Custom bench – sealed Timber “Alfred Owen” (Purchased 2019) 	<ul style="list-style-type: none"> i. Sweep and clear debris – April. July, October. ii. Check woodwork for damage – April, July, October. iii. Refinish wood, 3-year cycle (2021-). iv. Clean and point stone base, as required.
10/ 11.	Boules area - Main Street	Picnic table (Unknown age) 	<ul style="list-style-type: none"> i. Sweep and clear debris – April. July, October. ii. Check woodwork for damage – April, July, October. iii. Refinish wood, 3-year cycle (2021-). iv. Clean and point stone base, as required.
12.	Marriage of Duke and Duchess of York - Main Street by boules	Custom bench – sealed Timber 	<ul style="list-style-type: none"> i. Sweep and clear debris – April. July, October. ii. Check woodwork for damage – April, July, October. iii. Refinish wood, 3-year cycle (2020-). iv. Repairs to tarmac refer to LCC.

13.	Mary and John Mannix - Millennium Green/Main Street	Custom bench, black frame – sealed Timber 	<ul style="list-style-type: none"> i. Sweep and clear debris – April, July, October. ii. Check metal work and base (including attachment bolts) for damage April, July, October. iii. Repaint metalwork/refinish wood, 3-year cycle (2020-). iv. Clean and point stone base, as required.
14.	County Movers/G.E. Hartley - Oak Tree Bench	Custom ring bench – sealed Timber 	<ul style="list-style-type: none"> i. Sweep base and clear debris – April, July, October. ii. Check metalwork/ woodwork and base (including attachment bolts) for damage. iii. Refinish wood, 3-year cycle (2020-). iv. Clean and point stone base, as required.
15.	Millennium Garden (left hand side)	Custom bench (Purchased 2020) 	<ul style="list-style-type: none"> i. Sweep and clear debris – April. July, October. ii. Check woodwork/ metalwork (floor fixings) for damage – April, July, October. iii. Refinish wood, 3-year cycle (2023-). iv. Clean and point stone base, as required.
16.	Millennium Garden (central position)	Custom bench (Purchased 2020) 	<ul style="list-style-type: none"> i. Sweep and clear debris – April. July, October. ii. Check woodwork/ metalwork (floor fixings) for damage – April, July, October. iii. Refinish wood, 3-year cycle (2023-). iv. Clean and point stone base, as required

17.	Millennium Garden (right hand side)	Custom Bench (Purchased 2020) 	<ul style="list-style-type: none"> i. Sweep and clear debris – April, July, October. ii. Check woodwork/ metalwork (floor fixings) for damage – April, July, October. iii. Refinish wood, 3-year cycle (2023-). iv. Clean and point stone base, as required
18.	Millennium Green	Custom bench Purchased 2020) 	<ul style="list-style-type: none"> i. Sweep and clear debris – April, July, October. ii. Check woodwork/ metalwork (floor fixings) for damage – April, July, October. iii. Refinish wood, 3-year cycle (2022-). iv. Clean and point stone base, as required
19.	Francis G Hill/ Ronald & Dorothy Marlow/ Harold Cloughton/ Silvia Harris Millennium Green Bench	Custom bench 	<ul style="list-style-type: none"> i. Sweep base and clear debris – April, July, October. ii. Check metalwork/ woodwork and base (including attachment bolts) for damage. iii. Repaint metalwork/ refinish wood, 3-year cycle (2020-). iv. Clean and point stone base, as required.
20.	Playground Bench	Green painted, Square tube steel.	See Playground Maintenance Policy
21.	Derek Thwaites - Path Stead Lane/Kirk Hill	Black frame, Brazilian Iroko 	<ul style="list-style-type: none"> i. Sweep base and clear debris – April, July, October. ii. Check metalwork/ woodwork and base (including attachment bolts) for damage. iii. Review overhanging bushes April, July lightly trimming as necessary. iv. Repaint metal work/ refinish wood, 3- year cycle (2020-).

22.	Queen Elizabeth II Coronation - Church Hill	Black frame, painted green 	<ul style="list-style-type: none"> i. Trim back overhanging ivy – October. ii. Sweep base and clear debris – April, July, October. iii. Check metalwork/ woodwork and base (including attachment bolts) for damage. iv. Review overhanging ivy April, July lightly trimming as necessary. v. Repaint metal work/ paint bench, 3- year cycle (2020-).
23.	The Nunney Seat - Bus Stop Church Hill opposite Kirkfield Lane	Black frame, SS bolts 	<ul style="list-style-type: none"> i. Sweep and clear debris – April, July, October. ii. Check metalwork/ woodwork and base (including attachment bolts) for damage – April, July, October. iii. Repaint metalwork/ refinish wood, 3-year cycle (2020-). iv. Repairs to tarmac refer to LCC.
24.	Chapel Lane - Off Carr Lane	Black metal frame, Iroko; SS bolts 	<ul style="list-style-type: none"> i. Trim back neighbouring bushes – October ii. Sweep base and clear debris – April, July, October. iii. Check metalwork/ woodwork and base (including attachment bolts) for damage. iv. Review overhanging bushes April, July lightly trimming as necessary. v. Repaint metal work/ refinish wood, 3-year cycle (2020-).
25.	Carr Lane	Black metal frame, SS bolts 	<ul style="list-style-type: none"> i. Trim back neighbouring bushes – October. ii. Sweep base and clear debris – April, July, October. iii. Check metalwork/ woodwork and base (including attachment bolts) for damage. iv. Review overhanging bushes April, July lightly trimming as necessary. v. Repaint metal work/ refinish wood, 3-year cycle (2020-).

			<ul style="list-style-type: none"> vi. Repoint wall as required. vii. Sweep adjoining path and clear debris – April, July, October.
26.	Millner Lane	Black frame Green Bench – “c-shaped” concrete base. 	<ul style="list-style-type: none"> i. Trim back neighbouring vegetation and weeds from soil base (under bench). ii. Sweep concrete base and clear debris – April, July, October. iii. Clear soil steps of debris and resurface/level (as required). iv. Check metalwork/ woodwork and base (including attachment bolts) for damage. v. Repaint metal work/ paint bench, 3-year cycle (2020-).
27.	Royal Silver Jubilee Thorner 1935, The Committee Seat – Norwood Farm, Bramham Road.	Black frame, Iroko; SS bolts 	<ul style="list-style-type: none"> i. Trim back neighbouring bushes – October. ii. Sweep concrete base and clear debris - April, July, October. iii. Check metalwork/ woodwork and base (including attachment bolts) for damage. iv. Review neighbouring bushes April, July lightly trimming as necessary. v. Repaint metalwork/ refinish wood, 3-year cycle (2020-).
28.	“Refurbished” AWAITING DECISION ON FINAL LOCATION	Custom Bench (Memorial) ex MG 	<ul style="list-style-type: none"> i. Sweep and clear debris – April, July, October. ii. Check woodwork/ metalwork (floor fixings) for damage – April, July, October. iii. Refinish wood, 3-year cycle (2021-). iv. Clean and point stone base, as required

EXTERNAL MAINTENANCE

For practical reasons it may be necessary, from time to time, to engage the services of individuals or organisations external to the Parish Council in order to supply products or services connected to the refurbishment or replacement of benches covered by this policy.

All quotations for work MUST be in alignment to Thorner Parish Council Financial Regulations for obtaining quotations and acceptance of tenders to conduct business for and on behalf of the Parish Council. Approval of requests for work and acceptance of quotations, must be obtained and documented at monthly Parish Council meetings.