

Memorial Bench Installation

The Council provides a licence scheme to allow for the donation of memorial benches to be installed within cemeteries. The terms and conditions are set out below.

1. Memorial Benches donated will be permitted via a licence application where licences can be granted for a fixed period of 5 years which can be renewed on further application with the Consent of the Council in accordance with paragraph 5.
2. The positioning of benches will be strictly controlled by the council, and only permitted in designated and identified areas with the cemetery. The council reserves the right to refuse an application if the preferred location is unsuitable.
3. Only approved bench design and manufacture specification will be approved to ensure consistency throughout all council cemeteries. An illustration of the bench type and design will be available to view at www.blaenau-gwent.gov.uk
4. The charge for the bench will be the fee stated in the Council's approved table of fees and charges at the time of the application and the License holder will be obliged to observe all other conditions contained in the licence agreement. The current table of fees are available to view at www.blaenau-gwent.gov.uk or can be inspected at the Bereavement Services Office by members of the public during the office hours provided herein.
5. At the end of the licence period the council will attempt to contact the licence holder and offer to extend the period by a further 5 years at the fee stated in the council's approved table of fees and charges. At the end of the licence period, and where it is not possible to contact the licence holder to offer to extend the period or where the licence holder chooses not to renew the licence, the Council will remove the memorial plaque and where possible return it to the licence holder.
6. Once the seat has been installed it becomes the property of the Council, who takes liability and responsibility for all maintenance requirements. No maintenance of any kind should be undertaken by the licence holder the donator of the bench, their family or any representative or other persons.
7. The Council has no commitment to accept any application for a donated memorial bench and hopes that applicants will understand that the number and style of bench is a major consideration to ensure a cemetery remains a place for peaceful reflection, looking attractive and uncluttered.
8. The applicable lease charge will be inclusive of the provision and installation of a bench, plaque and any work necessary to provide a suitable base together with the maintenance and inspection of the bench for the period of the lease.
9. All fees must be pre-paid whereon a licence will be issued. The order for the bench and associated works will only be placed once payment has been made. The process from application confirmation date to completion of installation may take up to twenty weeks.