Highcliffe & Walkford Parish Council

Meeting Date:	**10 June 2026** **Review:**
Report Subject:	**Provision of Public Seating**
Contact:	**Chairman/Clerk**

POLICY No 34

Policy for the Provision of Public Seating

1. This policy relates to the provision of public seating either on Parish Council owned land or on non-Parish Council owned land with the owner's consent.

2. No seats may be sited on Council land other than in accordance with the following rules.

3. The Parish Council will consider applications to provide a public seat subject to the following:

4. The seat will be purchased by the Parish Council and the applicant will pay, in advance, the following costs:

   - The full cost of the seat
   - The cost of any memorial plaque required to be affixed to the seat.
   - The sum of £500 to cover the cost of fixing the seat in position together with the Council's cost of maintenance of the seat for 10 years.

5. Memorial plaques will be 150 x 40 mm in size.

6. After 10 years the Council will endeavour to contact the original applicant to ascertain if they would like to have an extension on their 10-year period. An extension for a further 10 years can be purchased for £500;

7. Failing renewal, the plaque will be removed and retained by the Council for 12 months whilst attempts are made to trace the applicant and return the plaque.

8. If the original applicant does not purchase an extension the plaque site may be resold to other applicants at a fee of £500.