



MEMORIAL BENCH - CONDITIONS OF LEASE

Purchase of bench and plaque

The memorial bench and inscribed plaque must be purchased through the Town Council from approved suppliers. A list is available from the Town Clerk. The wording of the inscription on the plaque must be approved by the Council, before the plaque is ordered with the memorial bench. The inscription on the plaque, once fixed, may not be altered or amended by anyone other than a representative of the Council. Any such plaque will be removed.

Location

Memorial benches can only be placed in designated locations as shown on the cemetery plan. The Town Clerk will discuss these with you when you place an order.

Installation

The memorial bench will be delivered between 6 - 8 weeks after the date of receipt of your order, and fixed by installers appointed by the Council, on receipt of your full payment. The installers will lay concrete paving flags onto the designated area, prior to fixing the memorial bench into position.

Maintenance

As the Lessee, you are responsible for maintaining the memorial bench in good condition. The Council will not be liable for the loss, damage or deterioration of the memorial bench during the period of the lease. The Council will, periodically, inspect the memorial bench for safety, under the Council's guidelines and will notify the Lessee of any deterioration or damage to the bench. It is the Lessee's responsibility to pay the cost of any repair to the memorial bench which may become necessary. Failure to pay for the repair will cause the lease to become void.

The Lessee must not attempt to remove the memorial bench from the cemetery under any circumstances.

Duration of lease

Leases are valid for a period of 10 years. On its expiry, as the Lessee, you will be offered the opportunity to take out a new lease on the memorial bench, subject to it being in good condition, for a further term, at an additional cost to be determined at that time.

If the Lessee does not wish to renew the lease, the bench and plaque remain the property of Langport Town Council. The Council reserves the right to relocate or remove any bench and plaque which is not leased.

General conditions

The Lessee must comply with the Council's Cemetery Management Regulations in relation to cemetery use and leasing of the memorial bench. These are available on the Council's website www.langport.life or can be supplied in hard copy on request.

You must inform the Town Clerk of any change of address. If the Council cannot contact the Lessee to advise of any concerns, then it shall take any action it deems necessary.

Signed Name Date
 (Lessee)

Signed Name Date
 (Town Clerk)